

**CHARTER TOWNSHIP OF GARFIELD  
TOWNSHIP BOARD MEETING**

Tuesday, May 9, 2023 at 6:00pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

**AGENDA**

**ORDER OF BUSINESS**

**Call meeting to order  
Pledge of Allegiance  
Roll call of Board Members**

**1. Public Comment**

**Public Comment Guidelines:**

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

**2. Review and approval of the Agenda - Conflict of Interest**

**3. Consent Calendar**

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

a. Minutes – April 11, 2023 Regular Meeting  
May 2, 2023 Study Session  
(Recommend Approval)

b. Bills -	
(i) General Fund	\$585,958.02
(ii) Gourdie-Fraser	
Developer's Escrow Fund – Storm Water Reviews,	
Utility Plan Review, Oversight & Closeout	\$ 9,562.35
General Utilities	<u>22,060.00</u>
Total	\$31,622.35
(Recommend Approval)	

- c. MTT Update (Receive and File)
- d. Consideration of proposed new road name of Carriage View (Recommend Approval)
- e. Tax Collection Settlement History (Receive and File)
- f. TCAPS and Garfield Township Agreement for Collection of Summer Property Taxes – 2023 and 2024 (Recommend Approval)
- g. Consideration of application to apply for a grant through the Township for the Salvation Army (Recommend Approval)
- h. Consideration of nominating John Racine to serve another 3-year term on the Grand Traverse Commons Joint Planning Commission (Recommend Approval)
- i. Consideration of Contractor's Application for Payment No. 1 to Elmer's for Cedar Run Water Main Extension (Recommend Approval)
- j. Consideration of Contractor's Application for Payment No. 1 to Walton Contracting for River East Dog Park (Recommend Approval)
- k. Consideration of Resolution 2023-14-T to amend the budget for HRA amount (Recommend Approval)
- l. Consideration of Joint Rec Authority Proposed Annual Budget for Fiscal Year 2023/2024 (Recommend Approval)

**4. Items removed from the Consent Calendar**

**5. Correspondence**

**6. Reports**

- a. County Commissioner's Report
- b. Construction Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. Planning Department Report for May 2023
- f. Parks and Rec Report
- g. Treasurer's Report
- h. Clerk's Report
- i. Supervisor's Report

**7. Unfinished Business**

**8. New Business**

- a. Consideration of Cass Road Drainage District Access Request for Branch Connections, Resolution 2023-13-T
- b. Consideration of Parks Special Event Application and Updated Fee Schedule, Resolution 2023-12-T

9. **Public Comment**
10. **Other Business**
11. **Adjournment**

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 9411620.

**CHARTER TOWNSHIP OF GARFIELD**  
**TOWN BOARD MEETING**  
**April 11, 2023**

The Town Board Meeting was called to order at the Garfield Township Hall on April 11, 2023 at 6:00p.m.

**Pledge of Allegiance**

**Roll Call of Board Members**

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: Planning Director John Sych

1. **Public Comment (6:01)**

None

2. **Review and Approval of the Amended Agenda - Conflict of Interest (6:01)**

*Schmuckal moved and Agostinelli seconded to approve the amended agenda as presented with Mountain Bike Subcommittee added to Correspondence.*

*Yeas: Schmuckal, Agostinelli, Barsheff, Duell, Macomber, McManus, Korn  
 Nays: None*

3. **Consent Calendar (6:03)**

a. **Minutes**

March 28, 2023 Regular Township Board Meeting  
 (Recommend Approval)

b. **Bills**

(i)	General Fund	\$134,602.53
	(Recommend Approval)	
(ii)	Gourdie-Fraser	
	Developer's Escrow Fund – Storm Water	
	Reviews, Utility Plan Review, Oversight	
	& Closeout	\$6,606.25
	General Utilities	\$7,700.00
	Park Funds/DNR Trust Fund	\$ 865.00
	<hr/> Total	<hr/> \$15,171.25
	(Recommend Approval)	



**c. MTT Update (Receive and File)**

*Agostinelli moved and Schmuckal seconded to approve the consent calendar as presented.*

*Yeas: Agostinelli, Schmuckal, Barsheff, Duell, McManus, Macomber, Korn  
Nays: None*

**4. Items Removed from the Consent Calendar (6:04)**

None

**5. Correspondence (6:04)****a. Mountain Bike subcommittee update**

Planner Sych stated that this correspondence is related the Mountain Bike subcommittee and Parks staff helping to identify trails to develop further or close. The Northern Michigan Mountain Bike Association to be able to act as the fiduciary for donations to the Commons Mountain Bike area. Attorney review will be sought in the fiduciary matter.

**6. Reports****a. County Commissioner's Report (6:09)**

County Commissioners Brad Jewett and Lauren Flynn stated that the annual County Equalization meeting was held today and taxable values in the county went up an average of 9.1%. Commissioners also attended a study session to learn about the budget process. Cole Stoker was hired to act as counsel for the county. The commissioners also gave an update on BATA and the Pavilions. Flynn added that she will be attending the MAC conference.

**b. Sheriff's Report (6:24)**

Lt. Brinks reviewed statistics for the month of March 2023 and added that a drug drop off will be scheduled soon and he will be in training for the next week.

**c. Planning Department Report for April 2023 (6:26)**

Planner John Sych submitted the Planning Department report in writing and briefed board members on the Hickory Forest rezoning and South 22 amendment. Oleson's food complex on North Long Lake has an amendment which the Planning Commission will hear tomorrow. A grant has been submitted to the DNR Trust Fund for an accessible trail at the Commons Area. The Planning Commission also continues to work on the Master Plan.

**d. Parks and Rec Report (6:28)**

Parks Steward Sean Kehoe submitted a report in writing and stated that the bathroom counter will be installed in the Silver Lake men's bathroom on April 27<sup>th</sup>. He added that the Commons Area mountain bike meetings have been going well. Staff has found a vault in the Commons Area with pump heads which will need to be secured and sealed off. The River East dog park irrigation project has begun and 500 tree cages have been cut. Pickleball nets are in at the Boardman River Park and some homeless camps have already been removed at Miller Creek. The Buffalo Ridge trail tree planting will take place on May 2<sup>nd</sup>.

**f. Clerk's Report (6:34)**

McManus stated that her report was submitted in writing and the audit has begun this week. Her office is also working with BS&A on a new uniform chart of accounts.

**g. Supervisor's Report (6:35)**

Korn reported that he has been out of town and is catching up.

**7. Unfinished Business**

None

**8. New Business**

**a. MPO Presentation by Networks Northwest and Consideration of Resolution 2023-11-T to establish an Intermunicipality Committee for Purposes of Transportation Planning (6:36)**

Mathew Cooke, a community planner with TTCl, gave a presentation on the new MPO status and what it means for the county and township. He reviewed the definition, structure and functions of an MPO (Municipal Planning Organization). Funding implications will mean more funding for transportation from several sources.

*Schmuckal moved and Barsheff seconded to adopt Resolution 2023-11-T to establish an Intermunicipality Committee for Purposes of Transportation Planning in the Traverse City Garfield area.*

*Yeas: Schmuckal, Barsheff, Agostinelli, Duell, McManus, Macomber, Korn*

*Nays: None*

**b. Consideration of Resolution 2023-10-T regarding the Tax Exemption and Payment in Lieu of Taxes for Hammond Road Apartments (6:50)**

Board members discussed the amount of PILOTs in the township.

*Barsheff moved and Duell seconded to adopt Resolution 2023-10-T regarding the Tax Exemption and Payment in Lieu of Taxes for Hammond Road Apartments.*

*Yeas: Barsheff, Duell, Agostinelli, Macomber, McManus, Schmuckal, Korn  
Nays: None*

**c. Consideration of request for engineering services from GT Road Commission for proposed Ridge View Ct. Road improvements (7:00)**

*Duell moved and Agostinelli seconded to allow Korn to contract with the Grand Traverse County Road Commission to provide engineering services in the amount of \$1,000 for improvements to Ridge View Court.*

*Yeas: Duell, Agostinelli, Macomber, McManus, Barsheff, Schmuckal, Korn  
Nays: None*

**9. Public Comment: (7:01)**

Brad Oleson with the Oleson foundation commented on the Rennie School Road property and water in that area.

Jim Schmuckal of Windmill Lane commented on the 180 acre site owned by Oleson and the need to bring water to the site.

**10. Other Business (7:08)**

Duell commented on the water situation for Oleson's property and asked that an agenda item be scheduled to address the issue.

**11. Adjournment**

*Korn adjourned the meeting at 7:24pm.*

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Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49686

**CHARTER TOWNSHIP OF GARFIELD**

**RESOLUTION 2023-10-T  
REGARDING TAX EXEMPTION AND PAYMENT  
TO BE MADE IN LIEU OF TAXES**

Board member, Chris Barsheff, supported by Board member, Steve Duell, made a motion to adopt the following amended Resolution:

**RESOLUTION DESIGNATING THE MSHDA SUPPORTED HOUSING COMPONENT OF A PROPOSED APPROXIMATELY 80-UNIT MULTI-FAMILY HOUSING DEVELOPMENT TO BE TENTATIVELY KNOWN AS HAMMOND ROAD APARTMENTS, AN AFFORDABLE HOUSING COMMUNITY, LOCATED NEAR THE NORTHWEST INTERSECTION W HAMMOND AND GARFIELD ROADS, TRAVERSE CITY, MI 49686, GARFIELD TOWNSHIP, MICHIGAN,** (legally described as: Part of the South half of the Southeast Quarter, Section 23, Town 27 North, Range 11 West, more fully described as commencing at the Southeast corner of said section 23; thence North 88 degrees 13 minutes 41 seconds West, along the South line of said section and the centerline of Hammond Road, 495.0 feet to the point of beginning; thence continuing along said South line, North 88 degrees 13 minutes 41 seconds West, 342.22 feet; thence North 00 degrees 52 minutes 52 seconds West, 113.71 feet; thence North 09 degrees 37 minutes 17 seconds West, 536.64 feet; thence South 89 degrees 12 minutes 14 seconds East, 104.27; thence North 57 degrees 30 minutes 46 seconds East, 512.86 feet; thence North 82 degrees 34 minutes 42 seconds East, 409.62 feet, to the centerline of Garfield Road; thence South 01 degrees 03 minutes 09 seconds West, 762.76 feet, along said centerline; thence North 88 degrees 13 minutes 41 seconds West, 495.0 feet; thence South 01 degrees 03 minutes 09 seconds West, 233.0 feet to the place of beginning) **AS A “QUALIFIED PROJECT” UNDER THE CHARTER TOWNSHIP OF GARFIELD’S AMENDED AND RESTATED ORDINANCE NO. 18.**

**WHEREAS**, the Township Board, pursuant to MCL 125.1401 *et seq.*, has received a request from Hammond Limited Dividend Housing Association LP - LDHALP (the “Developers”), the Developers plan to construct a new, \$13,000,000, approximately 80-unit housing project (the “Development”), to provide affordable housing in the Township at the Development. The complex is an affordable housing project (the “Development”), to be recognized as a “Qualified Project” exempt from payment of *ad valorem* property taxes and subject to the requirement that a service charge be paid to the Charter Township of Garfield in lieu of *ad valorem* property taxes in accordance with MCL 125.1415 through the fifty (50) year term of the mortgage; and

**WHEREAS**, the Township Board determined that the Development is a “Qualified Project” (Resolution 2022-11-T), as defined by Charter Township of Garfield’s Amended and Restated Ordinance No. 18, and as such, the project is eligible for payment of a service charge in lieu of *ad valorem* property taxes in accordance with such Amended and Restated Ordinance No. 18, and as otherwise provided by MCL 125.1415 *et seq.*;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The Development is determined to be a "Qualified Project" as defined by Charter Township of Garfield Amended and Restated Ordinance No. 18, and shall pay to the Charter Township of Garfield a service charge in lieu of *ad valorem* property taxes in an amount equal to four percent (4%) of Annual Shelter Rents, along with a Municipal Services Assessment (MSA) as provided in said Amended and Restated Ordinance No. 18 for the term of the agreement. Payment of both the service charge in lieu and MSA commence (ENTER YEAR), the calendar year in which the PILOT Agreement/Ordinance is effective, and continuing annually on or before April 1 of each year until the agreement expires.

**BE IT FURTHER RESOLVED THAT:**

By virtue of the adoption of this Resolution, subject to the conditions and limitations imposed under Amended and Restated Ordinance No. 18, an agreement is deemed to exist between the Charter Township of Garfield and the Developers, with the Authority as a third party beneficiary under such contract, for the Hammond Road Apartments, an 80-unit affordable housing project. It shall be deemed a default under Amended and Restated Ordinance 18, if the Development fails to meet the terms of a "Qualified Project" under said Amended and Restated Ordinance No. 18, because the Development was not completed according to the agreement, is no longer subject to the Authority Mortgage, fails to remain affordable with a recorded Regulatory Agreement, or fails to comply with Amended and Restated Ordinance 18, for any other reason prior to the expiration of the agreement.

Upon roll call vote, the following voted:

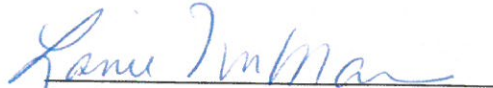
Yeas: Barsheff, Duell, Macomber, McManus, Agostinelli, Schmuckal and Korn

Nays: None

Abstain: None

Absent and Excused: None

The Chairman declared the motion carried, and Resolution 2023-10-T duly adopted.

  
Lanie McManus, Township Clerk

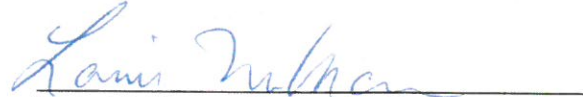
**CERTIFICATE**

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on April 11, 2023, at which meeting (7) seven members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed



thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: 4-12-2023

  
Lanie McManus, Township Clerk

Charter Township of Garfield  
Traverse Transportation Coordinating Initiative  
Resolution 2023-11-T  
April 11, 2023

RESOLUTION TO ESTABLISH AN INTERMUNICIPALITY COMMITTEE UNDER MICHIGAN  
PUBLIC ACT 200 OF 1957 FOR PURPOSES OF TRANSPORTATION PLANNING IN THE  
TRAVERSE CITY STUDY AREA

WHEREAS, the urban transportation planning regulations implementing sections of the Federal-Aid Highway Act of 1962, and the Urban Mass Transportation Act of 1964, as amended, require that each urbanized area, as a condition of receipt of Federal transportation capital or operating assistance, having a continuing, cooperative and comprehensive (3-C) transportation planning process that results in plans and programs consistent with the comprehensively plan development of the urbanized area; and

WHEREAS, the Traverse Transportation Coordinating Initiative was initiated in 2023 to conduct a transportation planning process in response to the Federal-Aid Highway Act of 1962 and the Urban Mass Transportation Act of 1964, as amended; and

WHEREAS, urban transportation planning funds from the United States Department of Transportation are available, directly or indirectly, to the Traverse Transportation Coordinating Initiative to carry out the transportation planning process in the Traverse Study Area; and

WHEREAS, Charter Township of Garfield has previously participated and agrees to continue to participate with other local municipalities in the comprehensive, cooperative and continuing transportation planning process for that Traverse Study Area; and

WHEREAS, Michigan Public Act 200 of 1957 provides for the creation, by two or more municipalities, of an Intermunicipality Committee for the purpose of studying area problems; and

WHEREAS, the Intermunicipality Committee may accept gifts and grants from the Federal, State and Local Governments, also from private individuals, foundations or agencies, if such grants are made for furtherance of the objectives for which the Intermunicipality Committee is established; and

WHEREAS, resolution to join in creating an Intermunicipality Committee as provided by Michigan Public Act 200 of 1957, does not obligate the Charter Township of Garfield to any dues, fees or other financial commitments to the Intermunicipality Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Garfield, together with the City of Traverse City, the Charter Township of East Bay, the Charter Township of Elmwood, the Township of Acme, the Township of Long Lake, the Township of Peninsula, the Township of Green Lake, the Township of Bingham, the County of Grand Traverse, the Bay Area Transit Authority, the Grand Traverse County Road Commission and the Leelanau County Road Commission has duly considered the creation of such an Intermunicipality Committee and the Charter Township of Garfield does hereby agree to join with those municipalities similarly agreeing to jointly and mutually establish and organize an Intermunicipality Committee under Michigan Public Act 200 of 1957 for the purpose of studying the area transportation problems of mutual interest and concern, such Intermunicipality Committee hereinafter referred to as the Traverse Transportation Coordinating Initiative;

BE IT FURTHER RESOLVED THAT:

1. the Intermunicipality Committee created by this resolution shall be that organization previously established and presently operating as a voluntary association under the name Traverse Transportation Coordinating Initiative;
2. in addition to the municipalities herein named, and accordance with the Bylaws, the Traverse Transportation Coordinating Initiative as an Intermunicipality Committee shall include a duly appointed representative from the Grand Traverse County Road Commission, Leelanau County Road Commission, Federal Highway Administration, Michigan Department of Transportation, Bay Area Transportation Area, and Cherry Capital Airport Authority;
3. membership on the Committee may in the future include other such units of government, agencies, commissions or committees that would be eligible in accordance with the Bylaws;
4. the Bylaws, as approved by the Traverse Transportation Coordinating Initiative and attached hereto, shall be the Bylaws of the Intermunicipality Committee;
5. the Traverse Transportation Coordinating Initiative shall operate and act in compliance with and under the authority of Michigan Public Act 200 of 1957 and shall have the duties, privileges and rights prescribed in that Act;
6. the Traverse Transportation Coordinating Initiative shall develop transportation plans and programs for the Traverse Urbanized Area, integrally considering local, county, regional and state plans;
7. the Traverse Transportation Coordinating Initiative broad objectives encompass, but are not limited to the following:
  - a. to develop transportation plans and programs and establish processes for the continuing review of plans, recommendations, and programs to facilitate the movement of persons and goods in the Traverse Study Area;
  - b. to design and carry out the assembling and analysis of information pertaining to transportation within the area;
  - c. to coordinate transportation facility implementation and operation within the Traverse Study Area;
  - d. to review and evaluate the planning and programming of transportation related activities, projects and programs within the Traverse Study Area as they may impact the transportation system;
  - e. to assist in project implementation where such projects require organizational, functional and operational analysis and/or to undertake those implementation functions not reserved to other agencies or as may be appropriately delegated by such other agencies; and
  - f. to establish and implement a continuing program of public information regarding transportation planning, programs and projects.



Signatories to this resolution mutually agree to join in and ascribe to this comprehensive, continuing and cooperative transportation planning process for the Traverse Study Area, in fulfillment of the requirements of the Federal-Aid Highway Act of 1962, the Urban Mass Transportation Administration Act of 1964, as amended, and other relevant acts, regulations, or directives pertaining to Federal and State participation in the transportation planning program and projects in the TC/Garfield Urbanized Area.

On a motion made by Denise Schmuckal seconded by Chris Barsheff, to adopt the Resolution in support of the establishment of an intermunicipality committee, under Michigan Public Act 200 of 1957, for the purposes of transportation planning in the Traverse Study Area.

Roll call vote:

Ayes- Schmuckal, Barsheff, McManus, Macomber, Duell, Agostinelli and Korn

Nays- None

#### CERTIFICATE

I, Lanie McManus, do hereby certify that the foregoing is a true copy of a resolution adopted by the Charter Township of Garfield Board, at a regular board meeting, held at the Charter Township of Garfield Board Room on April 11, 2023.



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Lanie McManus, Township Clerk  
Charter Township of Garfield

**CHARTER TOWNSHIP OF GARFIELD  
TOWNSHIP BOARD STUDY SESSION MEETING MINUTES  
May 2, 2023**

**ORDER OF BUSINESS**

**Call meeting to order**

Supervisor Korn called the Township Board Study Session to order on Tuesday, May 2, 2023 at 4:02 pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

**Roll call of Board Members**

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber and Lanie McManus

Absent and Excused: Denise Schmuckal

Staff Present: Planning Director John Sych

**1. Business to come before the Board**

Board discussed:

- a. Board Rules
- b. Time Limit on Road SAD (7 years)
- c. Employee Insurance
- d. Zoning Letters
- e. ARPA Funding Direction
- f. Future Staffing Plan
- g. Projects
- h. School Liaison Officer

**2. Public Comment**

There was no public comment.

**3. Adjournment**

Korn adjourned the meeting at 6:27 pm

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Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/13/2023	GEN	41366	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	137.50
		41366		CONTRACTED SVCS	101-400-805.000	198.25
						<u>335.75</u>
04/13/2023	GEN	41367	ANNE WENDLING	CONTRACTED SVCS	308-000-805.000	62.25
04/13/2023	GEN	41368	ENGINEERED PROTECTION SYS.	EPS 5.1-7.31.2023	101-265-935.606	376.39
04/13/2023	GEN	41369	GFL ENVIRONMENTAL	002114258	308-000-805.000	493.11
04/13/2023	GEN	41370	GFL ENVIRONMENTAL	002114259	101-265-935.604	122.80
04/13/2023	GEN	41371	GOURDIE-FRASER, INC.	DNR TRUST FUND APP	308-000-805.000	865.00
04/13/2023	GEN	41372	GRAND TRAVERSE COUNTY	LAW ENFORCEMENT 1ST QTR 2023	101-301-830.000	364,834.39
04/13/2023	GEN	41373	GRANITE TELECOMMUNICATIONS	PHONES	101-265-850.000	136.51
04/13/2023	GEN	41374	INTEGRITY BUSINESS SOLUTIONS	PAPER	101-371-726.000	22.99
04/13/2023	GEN	41375	MICHIGAN TOWNSHIP ASSOCIATION	SA WEBINAR	101-171-960.000	25.00
04/13/2023	GEN	41376	OLSON, BZDOK, & HOWARD	REVIEW OF AGREEMENT	101-101-801.002	445.50
04/13/2023	GEN	41377	SONDEE, RACINE, DOREN	REVIEW OF TAX PAYMENT	101-253-801.000	111.00
04/13/2023	GEN	41378	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	159.98
04/13/2023	GEN	41379	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		41379		00104915-6	101-448-920.005	28.38
						<u>695.12</u>
04/13/2023	GEN	41380	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	1,090.25
		41380		ADVERTISING	101-400-901.000	221.65
						<u>1,311.90</u>
04/13/2023	GEN	41381	GARFIELD CHARTER TOWNSHIP	HRA PAYMENT	101-000-676.000	3,000.00
04/20/2023	GEN	41382	B S & A SOFTWARE	DELINQUENT PERSONAL PROPERTY / SPECIAL ASSES	101-258-935.015	1,686.00
04/20/2023	GEN	41383	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,670.69
04/20/2023	GEN	41384	DENNIS, GARTLAND & NIERGARTH	AUDIT PLANNING	101-101-802.000	1,000.00
04/20/2023	GEN	41385	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04
04/20/2023	GEN	41386	PRINTING SYSTEM	CANCELLATION NOTICES	101-191-726.000	73.91
04/20/2023	GEN	41387	UNITED WAY	UNITED WAY	101-000-238.000	90.00
04/20/2023	GEN	41388	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,630.00

**3.b.(i)**

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/26/2023	GEN	41389	AFLAC	AFLAC	101-000-227.001	436.82
04/26/2023	GEN	41390	FIFTH THIRD BANK	1319 BOR LUNCH / EDUCATION	101-171-960.000	62.70
		41390		1319 BOR LUNCH / EDUCATION	101-215-960.000	2,970.00
						<u>3,032.70</u>
04/26/2023	GEN	41391	GT SUPPLY, LLC	M FOLD PAPER TOWELING	101-265-726.003	207.95
04/26/2023	GEN	41392	KRAFT BUSINESS SYSTEMS	COPIERS / PLOWERS CONTRACT	101-101-726.002	434.51
04/26/2023	GEN	41393	MICHIGAN ASSOC OF PLANNING	PLANNING COMMISSION MEMBERSHIP	101-400-965.000	725.00
04/26/2023	GEN	41394	PICTOMETRY INTERNATIONAL CORP.	EAGLEVIEW IMAGERY	101-171-805.000	13,976.25
04/26/2023	GEN	41395	SNAP PRINTING	BUILDING PERMITS	101-371-726.000	677.37
04/26/2023	GEN	41396	SUPERFLEET	GAS	101-806-862.000	218.82
04/26/2023	GEN	41397	TEMPERATURE CONTROL	URINAL FLUSH VALVE	101-265-935.608	368.49
04/26/2023	GEN	41398	TRAVERSE CITY LIGHT & POWER	00104659-5	101-448-920.005	10.61
04/26/2023	GEN	41399	VERIZON	PHONES	101-265-850.000	273.11
04/26/2023	GEN	41400	GARFIELD CHARTER TOWNSHIP	BUDGETED TRANSFER	101-965-990.206	153,845.10
05/03/2023	GEN	41401	AMY SIMON	MILEAGE	101-253-860.501	138.08
05/03/2023	GEN	41402	ANNE WENDLING	CONTRACTED SERVICES	308-000-805.000	82.50
05/03/2023	GEN	41403	ANNE WENDLING	CONTRACTED SERVICES	101-101-805.000	253.25
05/03/2023	GEN	41404	CHERRYLAND ELECTRIC COOP.	ELECTRICITY	308-000-805.000	333.62
05/03/2023	GEN	41405	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	296.53
		41405		ELECTRIC	101-265-920.603	1,009.90
		41405		ELECTRIC	101-448-920.005	773.41
						<u>2,079.84</u>
05/03/2023	GEN	41406	CONSUMERS ENERGY	103043977273	101-448-920.005	33.62
05/03/2023	GEN	41407	CONTEMPORARY CLEANING	CONTRACTED SERVICES	308-000-805.000	450.00
05/03/2023	GEN	41408	CONTEMPORARY CLEANING	CONTRACTED SERVICES	101-265-935.603	1,350.00
05/03/2023	GEN	41409	FIFTH THIRD BANK	3406 MTA	101-101-960.000	38.27
		41409		3406 MTA	101-253-960.000	76.55
						<u>114.82</u>
05/03/2023	GEN	41410	FIFTH THIRD BANK	3637 EDUCATION	101-171-960.000	169.84
05/03/2023	GEN	41411	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04

Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/03/2023	GEN	41412	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	166.28
05/03/2023	GEN	41413	GRAND TRAVERSE COUNTY DPW	5590511	308-000-805.000	11.50
05/03/2023	GEN	41414	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	687.98
05/03/2023	GEN	41415	HOME DEPOT CREDIT SERVICES	COUNTERTOP/GLOVES/PAINT/ANT BAIT	308-000-935.000	455.89
05/03/2023	GEN	41416	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE LIFE / DENTAL	101-851-873.030	1,691.79
05/03/2023	GEN	41416		EMPLOYEE LIFE / DENTAL	101-851-873.040	337.91
						2,029.70
05/03/2023	GEN	41417	UNITED WAY	UNITED WAY	101-000-238.000	90.00
05/03/2023	GEN	41418	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,830.00
<b>TOTAL - ALL FUNDS</b>						<b>585,958.02</b>
--- GL TOTALS ---						
101-000-084.861			DUE FROM #861 STREET LIGHTS			963.27
101-000-227.000			DEFERRED COMP			3,460.00
101-000-227.001			AFLAC			436.82
101-000-237.000			HSA (FORMERLY FLEX)			1,326.08
101-000-238.000			UNITED WAY			180.00
101-000-676.000			REIMBURSEMENTS			3,000.00
101-101-726.002			SUPPLIES - COPIER MAINTENANCE			434.51
101-101-801.002			LEGAL SERVICES - TOWNBOARD			445.50
101-101-802.000			AUDIT AND ACCOUNTING			1,000.00
101-101-805.000			CONTRACTED AND OTHER SERVICES			390.75
101-101-901.000			ADVERTISING			1,090.25
101-101-960.000			EDUCATION & TRAINING			38.27
101-171-805.000			CONTRACTED AND OTHER SERVICES			13,976.25
101-171-960.000			EDUCATION & TRAINING			257.54
101-191-726.000			SUPPLIES			73.91
101-215-960.000			EDUCATION & TRAINING			2,970.00
101-253-801.000			LEGAL SERVICES			111.00
101-253-860.501			MILEAGE - DEPUTY TREASURER			138.08
101-253-960.000			EDUCATION & TRAINING			76.55
101-258-935.015			COMPUTER SUPPORT SYSTEMS			1,686.00
101-258-935.016			COMPUTER NETWORK			159.98
101-265-726.003			SUPPLIES-MAINTANCE			207.95
101-265-850.000			TELEPHONE			1,097.60
101-265-920.602			WATER / SEWER			166.28
101-265-920.603			LIGHTS BUILDING			1,009.90
101-265-935.603			CLEANING SERVICE			1,350.00
101-265-935.604			RUBBISH REMOVAL			122.80
101-265-935.606			ELECTRONIC PROTECTION SYSTEM			376.39
101-265-935.608			MAINTENANCE-OTHER			368.49
101-301-830.000			POLICE CONTRACT			364,834.39
101-371-726.000			SUPPLIES			700.36
101-400-805.000			CONTRACTED AND OTHER SERVICES			198.25
101-400-901.000			ADVERTISING			221.65
101-400-965.000			DUES & PUBLICATIONS			725.00
101-448-920.005			STREET LIGHTS TOWNSHIP			846.02
101-806-862.000			GAS & CAR WASHES			218.82
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			24,362.48

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-851-873.040			INSURANCE - EMPLOYEE LIFE			337.91
101-965-990.206			TRANSFER TO #206 FIRE FUND			153,845.10
308-000-805.000			CONTRACTED AND OTHER SERVICES			2,297.98
308-000-935.000			MAINTENANCE - MISC, EQUIP			455.89
			<b>TOTAL</b>			<b>585,958.02</b>





Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874 (P)  
231.946.3703 (M)

May 2, 2023

**SUMMARY OF BILLINGS FOR APPROVAL  
FROM GARFIELD TOWNSHIP**

**I. Developer's Escrow Fund**

**A. Storm Water Reviews**

1. Engineering consulting services for storm water plan review. <b>1712 S. Garfield Ave., Multi Use Development, Escrow No. 701-000-214.8569</b>	
Project# 23067 Invoice No. 2306702	162.50
2. Engineering consulting services for storm water plan review. <b>UPS MDC Building Addition and Pavement Addition, Escrow No. 214.835</b>	
Project# 23074 Invoice No. 2307401	877.50
3. Engineering consulting services for storm water plan review. <b>Brayton Builders, Unit 31 HIC, Escrow 214.841</b>	
Project# 23085 Invoice No. 2308501	865.00
	Total A
	<u>1,905.00</u>

**B. Utility Plan Review, Oversight & Closeout**

1. Engineering consulting services for water and sewer plan review and utility inspection. <b>Chelsea Park West, Escrow 214.838 Fire Hydrant, 215.826 Storm Water</b>	
Project# 19180A Invoice No. 19180102	750.00
2. Engineering plan review and overall capacity evaluation, construction services, project turnover <b>Bata HQ Transit, Orientated Development PUD</b>	
Project# 21334 Invoice No. 2133405	5,297.22
3. Engineering plan review and overall capacity evaluation, construction services, project turnover <b>Fairfield Inn, Escrow No. 215.850</b>	
Project# 22311 Invoice No. 2231103	1,610.13
	Total B
	<u>7,657.35</u>

**Total Developer's Escrow Fund** 9,562.35

**II. General Utilities**

1. Engineering design, permitting, bidding, construction services for water main extension <b>Garfield to Long lake Township Consolidation, Water Main Extension</b>	
Project# 21391 Invoice No. 2139107	19,675.00
2. Engineering services for research and compilation/water reliability study, update, hydraulic analysis <b>EGLE DWRP Project Plan, Capital Improvement Projects</b>	
Project# 22280 Invoice No. 2228002	2,385.00

**Total Utility Receiving Fund** 22,060.00

**GRAND TOTAL** \$31,622.35

**Invoice**



Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
A/R email: melanie@gfa.tc

MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 23067  
Invoice No: 2306702

Re: 1712 S. Garfield Ave., Multi Use Development, Storm Water Review, Escrow No. 701-000-214.8569

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of approval pending permits and recorded maintenance plan. Cursory follow up review still needed.

Project Location: 1712 S. Garfield Ave., Traverse City

**Professional Services from April 01, 2023 to April 29, 2023**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	1.25	130.00	162.50	
Totals	1.25		162.50	
<b>Total Labor</b>				<b>162.50</b>
		<b>Total this Invoice</b>		<b>\$162.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	162.50	1,235.00	1,397.50
<b>Totals</b>	<b>162.50</b>	<b>1,235.00</b>	<b>1,397.50</b>



**Invoice**



**Gourdie-Fraser, Inc.**  
**123 West Front Street, Suite A**  
**Traverse City, MI 49684**  
**Phone: 231-946-5874 Ext. 310**  
**A/R email: melanie@gfa.tc**

MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 23074  
Invoice No: 2307401

Re: UPS MDC Building Addition and Pavement Addition, Storm Water Review, Escrow No. 701-000-214.835

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.

Project Location: 1189 W. Hammond Road, Traverse City

**Professional Services from March 21, 2023 to April 29, 2023**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	6.75	130.00	877.50	
Totals	6.75		877.50	
<b>Total Labor</b>				<b>877.50</b>
		<b>Total this Invoice</b>		<b>\$877.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	877.50	0.00	877.50
<b>Totals</b>	<b>877.50</b>	<b>0.00</b>	<b>877.50</b>

**Invoice**



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MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 23085  
Invoice No: 2308501

Re Brayton Builders, Unit 31 HIC, Storm Water Review, Escrow No. 701-00-214.841  
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.

Project Location: 1393 Industry Drive, Traverse City  
**Professional Services from April 02, 2023 to April 29, 2023**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	1.00	130.00	130.00	
Design Engineer	7.00	105.00	735.00	
Totals	8.00		865.00	
<b>Total Labor</b>				<b>865.00</b>
		<b>Total this Invoice</b>		<b>\$865.00</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	865.00	0.00	865.00
<b>Totals</b>	<b>865.00</b>	<b>0.00</b>	<b>865.00</b>

**Invoice**



Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
VISA/MASTERCARD Accepted, Due Upon Receipt  
A/R email: melanie@gfa.tc

MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 19180A  
Invoice No: 19180102

Re: Chelsea Park West, Water and Sewer Extension, Escrow 214.838 Fire Hydrant, 215.826 Storm Water

Services Performed: Engineering services for plan review and utility inspection services.

**Professional Services from April 02, 2023 to April 29, 2023**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Storm Water Review	2,000.00	100.00	2,000.00	2,000.00	0.00
Utility Inspection	1,500.00	100.00	1,500.00	750.00	750.00
Total Fee	3,500.00		3,500.00	2,750.00	750.00
		<b>Total Fee</b>			<b>750.00</b>
				<b>Total this Invoice</b>	<b>\$750.00</b>

**Invoice**



Gourdie-Fraser, Inc.  
 123 West Front Street, Suite A  
 Traverse City, MI 49684  
 Phone: 231-946-5874, Fax: 231-946-9634  
 VISA/MASTERCARD Accepted, Due Upon Receipt  
 A/R email: melanie@gfa.tc

LANIE MCMANUS  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

April 30, 2023  
 Project No: 21334  
 Invoice No: 2133405

Re: Bata HQ Transit, Orientated Development PUD, Water & Sewer Extension Escrow

Services Performed: Engineering review for conceptual and final plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Project turnover for reviewing drawings and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

**Professional Services from April 02, 2023 to April 29, 2023**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	9,500.00	100.00	9,500.00	9,500.00	0.00
Construction Observation	52,800.00	10.00	5,280.00	0.00	5,280.00
Proj. Turnover, Close Out	3,500.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>65,800.00</b>		<b>14,780.00</b>	<b>9,500.00</b>	<b>5,280.00</b>
<b>Total Fee</b>					<b>5,280.00</b>

**Reimbursable Expenses**

UNITED PARCEL SERVICE					
6/13/2022	UNITED PARCEL SERVICE	EGLE-CADILLAC DISTRICT OFFICE		17.22	
<b>Total Reimbursables</b>				<b>17.22</b>	<b>17.22</b>
<b>Total this Invoice</b>					<b>\$5,297.22</b>

**Invoice**



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A/R email: melanie@gfa.tc

MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 22311  
Invoice No: 2231103

Re Fairfield Inn, Storm Water Review, Water Extension Review Escrow No. 215.850

Services Performed:

- A. Engineering services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.
- B.1 Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit assistance for the water main.
- B.2 Full time construction observation for watermain, testing and walk through with DPW.
- B.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North US-31 South, Traverse City

**Professional Services from April 01, 2023 to April 29, 2023**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. Storm Water Review	2,000.00	100.00	2,000.00	2,000.00	0.00
B.1 Water Extension Review	1,500.00	100.00	1,500.00	1,305.00	195.00
B.2 Construction Observation	3,500.00	40.00	1,400.00	0.00	1,400.00
B.3 Project Turnover	1,000.00	0.00	0.00	0.00	0.00
Total Fee	8,000.00		4,900.00	3,305.00	1,595.00
<b>Total Fee</b>					<b>1,595.00</b>

**Reimbursable Expenses**

UNITED STATES POSTAL SERVICE 2/2/2023	UNITED STATES POSTAL SERVICE	EGLE CADILLAC DISTRICT OFFICE		15.13	
<b>Total Reimbursables</b>				<b>15.13</b>	<b>15.13</b>
<b>Total this Invoice</b>					<b>\$1,610.13</b>



**Invoice**

Gourdie-Fraser, Inc.  
 123 West Front Street, Suite A  
 Traverse City, MI 49684  
 Phone: 231-946-5874, Fax: 231-946-9634  
 VISA/MASTERCARD Accepted, Due Upon Receipt  
 A/R email: melanie@gfa.tc

MR CHUCK KORN  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

April 30, 2023  
 Project No: 21391  
 Invoice No: 2139107

Re: Garfield to Long Lake Township Consolidation, Water Main Extension

Services Performed: Professional engineering services for preliminary design, permitting, final design, bidding, construction administration, construction observation, project close out and turn over for the water main extension intended to consolidate Garfield and Long lake Townships to facilitate the connection of Black Bear Farms development and future as detailed in Proposal No. 19-220 dated January 12, 2021.

\*Additional Services (Escrow Accounts):

1. Full time construction observation for water main extension across Gray Road for TC Evergreen. Services include testing and walk through with GTC DPW. \$1500.
2. O'Grady development engineering design, permitting, bidding and construction oversight for an additional 1100' of 12" water main extension along Cedar Run Road. The extension will be installed west of Black Bear Farms to service a proposed future housing development in Long Lake Township. Estimated \$39,500.

Project Location: Along Cedar Run Road from Gray Road to new water storage tank.

**Professional Services from April 01, 2023 to April 29, 2023**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	33,000.00	100.00	33,000.00	33,000.00	0.00
Final Design	37,800.00	100.00	37,800.00	37,800.00	0.00
Bidding Services	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Admin.	38,500.00	25.00	9,625.00	7,700.00	1,925.00
Construction Observation	75,000.00	20.00	15,000.00	0.00	15,000.00
Project Closeout & Turnover	5,000.00	0.00	0.00	0.00	0.00
AS#1 Construction Observation	1,500.00	0.00	0.00	0.00	0.00
AS#2 Design / Permitting	11,000.00	25.00	2,750.00	0.00	2,750.00
AS#2 Construction Observation	20,000.00	0.00	0.00	0.00	0.00
AS#2 Construction Staking	1,500.00	0.00	0.00	0.00	0.00
AS#2 Construction Admin / Closeout	7,000.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>235,300.00</b>		<b>103,175.00</b>	<b>83,500.00</b>	<b>19,675.00</b>

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Project	21391	GARFIELD/WTR MAIN EXT,GARFIELD-LL TWP/GT	Invoice	2139107
		<b>Total Fee</b>		<b>19,675.00</b>
			<b>Total this Invoice</b>	<b>\$19,675.00</b>

---

**Invoice**



Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
VISA/MASTERCARD Accepted, Due Upon Receipt  
A/R email: melanie@gfa.tc

MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

April 30, 2023  
Project No: 22280  
Invoice No: 2228002

Re: EGLE DWRF Project Plan, Capital Improvement Projects.

Services Performed: Civil engineering services for research and compilation/water reliability study update, water system hydraulic analysis/computer modeling, revenue system development, DWRF project plan and loan application as detailed in proposal letter dated August 17, 2022.

**Professional Services from April 01, 2023 to April 29, 2023**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Water Reliability Study Update	26,500.00	20.00	5,300.00	2,915.00	2,385.00
Water System Hydraulic Analysis/Modeling	22,500.00	0.00	0.00	0.00	0.00
Revenue System Development	15,000.00	0.00	0.00	0.00	0.00
DWRF Project Plan & Loan Application	48,500.00	0.00	0.00	0.00	0.00
Total Fee	112,500.00		5,300.00	2,915.00	2,385.00
		<b>Total Fee</b>			<b>2,385.00</b>
				<b>Total this Invoice</b>	<b>\$2,385.00</b>



By: Amy L DeHaan, MMAC(Q) - Assessor  
As of: April 4, 2023

**MTT Update**  
**Prepared for Garfield Twp Board**

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL		
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage Loss	METRO Millage Loss	
1	22-000321	900-396-94 Big Lots • Personal Property appeal	1144 W So Airport Rd DISMISSED	2022	\$ 69,400	\$ 69,400	\$ -	\$ -	\$ (69,400)	\$ (69,400)	6/27/22 Dismissed by MTT.	\$ -	\$ -	
2	22-001571	014-060-00 Gordon Food Service Store LLC	1781 Barlow St DISMISSED	2022	\$ 858,500	\$ 791,719	\$ 730,000	\$ 730,000	\$ (128,500)	\$ (61,719)	3/27/23 Rec'd order of dismissal.	\$ -	\$ -	
3	22-002117	016-055-10 Autozone Development LLC	3100 N US 31 South	2022	\$ 586,500	\$ 586,500	\$ 425,000	\$ 425,000	\$ (161,500)	\$ (161,500)	4/4/23 Rec'd Judgment for 2022 and 2023.	\$ (208.60)	\$ (271.18)	
			SETTLED	2023	\$ 579,300	\$ 579,300	\$ 475,000	\$ 475,000	\$ (104,300)	\$ (104,300)		\$ (223.00)	\$ (289.90)	
4	22-001182	021-009-00 GMRI Inc (Olive Garden)	2800 N US 31 South WITHDRAWN	2022	\$ 1,109,200	\$ 826,684	\$ 570,000	\$ 570,000	\$ (539,200)	\$ (256,684)	10/10/22 Case dismissed.	\$ -	\$ -	
5	22-000787	021-015-35 CTL Propco I LLC & J C Penney	3300 W So Airport Rd SETTLED	2022	\$ 1,323,500	\$ 1,323,500	\$ 670,000	\$ 670,000	\$ (653,500)	\$ (653,500)	10/7/22 Judgment rec'd.	\$ (1,254.72)	\$ (1,631.14)	
6	22-001038	021-028-00 Red Lobster Hospitality LLC	2691 N US 31 South SETTLED	2022	\$ 735,800	\$ 641,132	\$ 440,000	\$ 440,000	\$ (295,800)	\$ (201,132)	9/27/22 Judgment rec'd.	\$ (57.26)	\$ (74.44)	
7														
<b>TOTALS:</b>					\$ 5,262,200	\$ 4,818,235	\$ 5,721,000	\$ 5,093,638	\$ (2,187,000)	\$ (2,275,730)				
<b>SETTLED VALUES:</b>					2022	\$ (123,300)	\$ (655,994)							
					Township		Metro		ACTUAL TAX LOSS					
					2023 Potential Tax Loss		2023 Potential Tax Loss		2023					
					\$ (208.60)		\$ (271.18)		\$ (208.60)					
					2022		2022		2022					
					\$ (4,551.46)		\$ (5,916.90)		\$ (1,743.59)					
					<b>GRAND TOTAL</b>		<b>GRAND TOTAL</b>		<b>GRAND TOTAL</b>					
					\$ (1,952.19)		\$ (2,537.84)		\$ (2,537.84)					



### Proposed Road Name

Applicant Name: Jerry Tomczak

Location of Road:

Section: 23 T 27 N; R 11 W

Proposed Road Name:

	CARRIAGE VIEW	LN
Directional	Street Name	Street Type

Existing Road Name:  
(If change is requested)

Directional	Street Name	Street Type

Approval:

Approved  
 Denied by Grand Traverse Equalization on 4/14/2023

Comments: \_\_\_\_\_

Signature: Joshua Green Digitally signed by Joshua Green  
Date: 2023.04.14 12:10:00 -04'00'

This notice attests to the uniqueness of the proposed road name within Grand Traverse County and its uniqueness against any other proposed road names in the last ninety (90) days since the above approval date.

**This form does NOT constitute final acceptance of the proposed road name. The local governing unit must ultimately approve a proposed name in accordance with the Grand Traverse County Street and Road Naming Ordinance as amended. Following local unit approval, Grand Traverse Equalization will require notice and or minutes to prompt the naming of the road.**

**If this form appears blank or is missing information:**

Please check your email filters, security settings, or the compatibility of your PDF reader application.



**HEIDI M. SCHEPPE, CPFO**  
400 BOARDMAN AVE. SUITE #104  
TRAVERSE CITY, MI 49684  
(231) 922-4735 \* FAX (231) 922-4658  
EMAIL: TREASURER@GTCOUNTYMI.GOV

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April 21, 2023

Township Treasurer:

Please find enclosed your final tax payment for 2022 delinquent taxes paid by Grand Traverse County. Also included is a detailed breakdown of your payment for each millage/assessment being paid for your records. I am providing a Settlement History for your township board to receive and file at their next meeting along with your Warrant for the Collection of Unpaid Taxes on Personal Property. These are the parcels that you will still be responsible for collecting and transmitting payments for.

If you have any questions or concerns feel free to contact me at the address listed above.

Thank you,

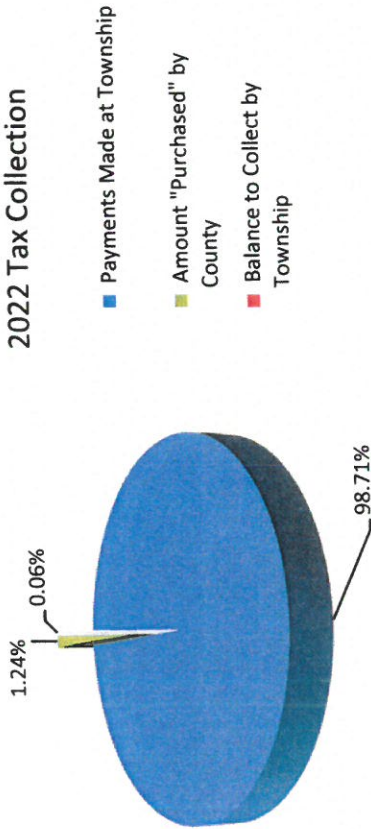
A handwritten signature in black ink that reads "Heidi Scheppe". The signature is written in a cursive style.

Heidi Scheppe

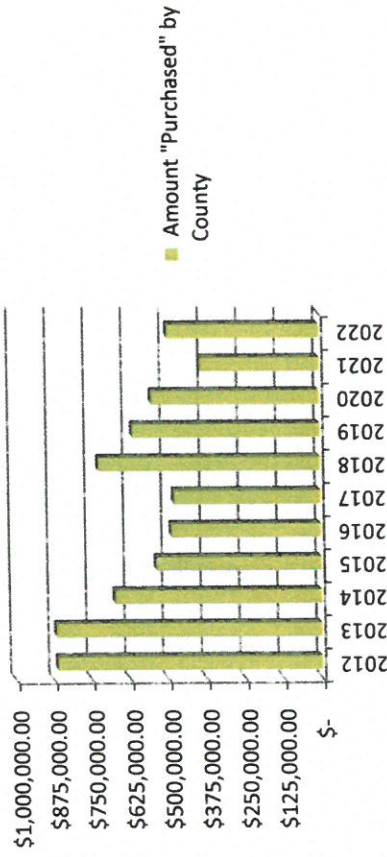


# Settlement History for Garfield Township

## 2022 Tax Collection



## Amount "Purchased" by County



Year	Total Adjusted Levy	Payments Made at Township	Amount "Purchased" by County	Balance to Collect by Township	Purchase % of Total
2012	\$ 29,244,502.02	\$ 28,354,884.39	\$ 861,767.19	\$ 27,850.43	2.95%
2013	\$ 30,446,191.26	\$ 29,549,490.62	\$ 864,717.82	\$ 31,982.81	2.84%
2014	\$ 30,999,899.86	\$ 30,313,733.19	\$ 670,902.92	\$ 15,253.75	2.16%
2015	\$ 30,322,367.17	\$ 29,757,850.40	\$ 536,712.40	\$ 27,804.37	1.77%
2016	\$ 30,845,999.64	\$ 30,343,721.87	\$ 484,774.82	\$ 17,502.95	1.57%
2017	\$ 31,449,754.89	\$ 30,956,647.09	\$ 476,201.17	\$ 16,906.63	1.51%
2018	\$ 32,549,911.29	\$ 31,804,062.72	\$ 721,190.51	\$ 24,658.06	2.22%
2019	\$ 34,309,976.63	\$ 33,671,002.63	\$ 610,195.49	\$ 28,778.51	1.78%
2020	\$ 35,595,981.78	\$ 35,033,046.59	\$ 547,433.55	\$ 15,501.64	1.54%
2021	\$ 36,761,041.72	\$ 36,350,666.64	\$ 387,781.91	\$ 22,593.17	1.05%
2022	\$ 39,838,397.18	\$ 39,322,586.46	\$ 493,493.98	\$ 22,316.74	1.24%

**TRAVERSE CITY AREA PUBLIC SCHOOLS  
And  
GARFIELD TOWNSHIP**

**3.f.**

**AGREEMENT FOR COLLECTION OF SUMMER PROPERTY TAXES**

AGREEMENT made as of the 1st day of July, 2023, by and between **TRAVERSE CITY AREA PUBLIC SCHOOLS**, with offices located at 412 Webster Street, Traverse City, MI 49686 (hereinafter "School District") and **GARFIELD TOWNSHIP**, with office mailing address of 3848 Veterans Drive, Traverse City, MI 49684 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the providing for the collection by Township of a summer levy all (100%) of School District property taxes for two (2) years (2023 & 2024). This agreement shall renew annually, unless notification is given by either party prior to December 1.

The parties agree as follows:

1. The Township agrees to collect all (100%) of the total school property taxes as certified by the School District for levy on July 1, of each year on property located within the Township.
2. The School District agrees to pay costs for preparation and collection of summer taxes for School District as follows:
  - a. The collection fee for 2023 & 2024 will be \$2.50 per parcel. This fee includes the cost of collection of Bay Area Transportation Authority, TBA Intermediate School District, and Northwestern Michigan College summer tax levy.
  - b. Township to submit billing for tax collection for total number of parcels with first remittance of tax collections and School District Business Office will remit to Township within 10 Business days upon receipt of billing.
3. No later than the second Wednesday in June the School District shall certify to the Township Clerk the school millage to be levied on property for summer tax collection.
4. The Township Treasurer shall account for and remit to the School District not later than 12 o'clock, noon, of the second Business Day following the dates as listed below. The Treasurer may retain a maximum of 10% of the taxes collected the last 15 days of February until the delinquent roll is reconciled by the county treasurer. Business Day is defined as a day, other than Saturday or Sunday, on which commercial banks in Traverse City are not required by law or executive order to remain closed.

July 15	October 1	January 1, 15	April 1
August 1, 15	November 1	February 1, 15	May 1
September 1, 15	December 1, 15	March 1	June 1

Remittance is the third business day, rather than the second, when the 1<sup>st</sup> or 15<sup>th</sup> is a Saturday or Sunday.

5. In consideration of the agreement, the Township shall retain the interest earned by the investment of the tax collections from the date of collection to the calendar day immediately preceding the due date of remittance of said taxes to the School District, in accordance with the schedule set forth in paragraph above.

GARFIELD TOWNSHIP:



Chloe Macomber, Treasurer

SIGNATURE AUTHORIZED BY GARFIELD  
TOWNSHIP TRUSTEES RESOLUTION OF

\_\_\_\_\_, 2023.


\_\_\_\_\_  
Chuck Korn, Supervisor

\_\_\_\_\_  
Lanie McManus, Clerk

TRAVERSE CITY AREA PUBLIC SCHOOLS:



Christine Thomas-Hill, Assistant Superintendent  
of Finance and Operations



Sandra Low, Finance Director

**Tribal Council Allocation of 2% Funds  
Application Form**

**PLEASE NOTE:**

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

**\*ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN  
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle:  JUNE – New submission date, Postmarked by **MAY 31st**  
 DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**
2. Name of Applicant: The Salvation Army Traverse City  
 Address: 1239 Barlow St, Traverse City, MI 49686  
 Phone #: 231-946-4644 Fax #: 231-946-4822  
 Printed Name: \_\_\_\_\_
- **Authorized Signature:** \_\_\_\_\_  
 (Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)
- Title: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_
- Printed Name of contact person: Ruth Blick  
 Telephone #: 231-946-4644 ext. 308 Fax #: 231-946-4822  
 E-mail address: ruth.blick@usc.salvationarmy.org
3. Type of Applicant: \_\_\_\_\_ Local Government \_\_\_\_\_ Local Court  
 \_\_\_\_\_ Township \_\_\_\_\_ County Commissioner \_\_\_\_\_ Road Commission  
 \_\_\_\_\_ Public School District \_\_\_\_\_ College \_\_\_\_\_ Charter School  
 \_\_\_\_\_ Public Library \_\_\_\_\_ Sheriff/Police Department \_\_\_\_\_ Fire Department  
 501c3 applying through local unit of government (name): Garfield Township

4. Fiscal Data: Amount Requested: \$ 20,000 Percent: 16 %  
 Local Leveraging: \$ 106,754 Percent: 84 %  
 (Match)  
 Total Budget: \$ 126,754 Percent: 100 %

5. Target Population numbers: 255 Children 359 Adults 74 Elders  
 (Indicate the number of GTB members) Unknown Total GTB member Community \_\_\_\_\_ Others

6. Counties Impacted: \_\_\_\_\_ Antrim X Benzie \_\_\_\_\_ Charlevoix  
X Grand Traverse X Leelanau \_\_\_\_\_ Manistee

7. Brief Description (purpose of funding); include statement of need:  
 Project Good Neighbor is an emergency financial assistance program of The Salvation Army that addresses critical needs that threaten the immediate self-sufficiency as well as potential long-term catastrophic impacts on the lives of individuals/families in Grand Traverse, Leelanau, and Benzie counties.  
 The goal of Project Good Neighbor is the immediate alleviation of a critical financial need. PGN funds are utilized alone or in partnership with additional funds from other organizations to bring a crisis balance down to \$0, resulting in the removal of a critical barriers so that stability and independence can be maintained /restored to people at risk of losing their housing, or job due to an unexpected medical bill, higher cost of living or just struggling to make ends meet on a fixed income. Beyond the payment of a bill individual circumstances shift from crisis mode, emotional burdens are lifted – impacting health, stability, dignity, and hopefulness.  
 In 2022 the program served 300 vulnerable households compared to 186 the previous year – with requests increasing 126% since October of 2022. The lingering effects of the pandemic, increased costs for basic and essential needs, rising rents, and higher interest rates are causing community members to be faced with loss of housing, health, employment and dignity.  
 100% of requested funds would be used to provide immediate financial assistance to prevent 67 households from facing a financial cliff that can result in complex & costly immediate and long-term circumstances for the whole family.  
 The Salvation Army serves without discrimination and works closely with area organizations and programs including referrals for assistance from the Grand Traverse Band of Ottawa and Chippewa Indians human services department.



8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

**Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.**

(b) Recommendation from Parent Committee:  YES  NO

**Please have the Parent Committee sign the attached Certification Form.**

(c) Describe parent involvement in project: \_\_\_\_\_

(d) Does the school receive Title VII Indian Education Funds?  YES  NO

If yes, how much: \_\_\_\_\_

9. What are the start and completion dates of the proposed project?

Start Current Completion June 2024

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

YES  NO. If yes, please list the start and end dates and amount:

2005 - 2006 and amounts: \$10,000

\_\_\_\_\_ - \_\_\_\_\_ and amounts: \_\_\_\_\_

\_\_\_\_\_ - \_\_\_\_\_ and amounts: \_\_\_\_\_

11. Is the proposed project new X or a continuation project \_\_\_\_\_?

If this is a continuation project, please explain why there is a need to continue funding:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. If the previous project has been completed, did you submit your 2% report?  YES  NO.  
**The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.**
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).  
GTB's gaming have contributed stable employment and career opportunities, as well as community economic gain and resources to support civic/community improvements and resources that benefit and strengthen the community.
14. How will the success of the project be assessed (evaluation plan)? The success of the program will be evaluated through documentation of persons assisted, type of emergency need met and distribution of emergency financial funds as well as through impact stories shared by recipients of assistance as provided.
15. If new staff is required, will preference be given to Native American applicants?  
 YES  NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

**IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:**

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
  - **If for June cycle, postmarked by May 31st.**
  - **If for December cycle, postmarked by November 30th.**

**Mail completed 2% applications to:**

**Attention: 2% Program  
 Grand Traverse Band of Ottawa and Chippewa Indians  
 2605 N.W. Bay Shore Drive  
 Peshawbestown, MI 49682**

**If you have any questions, please call 231-534-7601.**

**Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form**

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

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We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the \_\_\_\_\_ School District. (Name of school district)

_____	_____	_____
Print Name	Sign Name	Date
_____	_____	_____
Print Name	Sign Name	Date
_____	_____	_____
Print Name	Sign Name	Date
_____	_____	_____
Print Name	Sign Name	Date
_____	_____	_____
Print Name	Sign Name	Date
_____	_____	_____
Print Name	Sign Name	Date

**The Salvation Army of Traverse City  
Project Good Neighbor Proposal**

**INCOME**

Salvation Army Funds	Committed	\$	60,000.00
Case Manager Wages	Committed		26,754.00
Grand Traverse Band	Pending		20,000.00
Oleson Foundation	Pending		10,000.00
The Art and Mary Schmuckal Family Foundation	Pending		10,000.00
<b>Total Income</b>		<b>\$</b>	<b>126,754.00</b>

**EXPENSES**

Case Management Staff Wages		\$	26,754.00
Emergency Financial Assistance			100,000.00
<b>Total Expenses</b>		<b>\$</b>	<b>126,754.00</b>

<b>Net Revenue or Expenses</b>		<b>\$</b>	<b>-</b>
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**Budget Notes:**

**Income Notes:**

- Salvation Army Funds are funded through operational and fundraising initiatives
- Case Manager Wages are funded through operational and fundraising initiatives
- Grand Traverse Band of Ottawa and Chippewa Indians grant proposal
- Oleson Foundation pending grant proposal
- The Art and Mary Schmuckal Family Foundation pending grant proposal

**Expense Notes:**

- Case Management Staff Wages represents 75% of time of 1 full-time team member
- Emergency Financial Assistance expenses are utilized 100% to provide emergency financial assistance

**Karen Leaver**

---

**From:** John Racine <jpr@sondeeracine.com>  
**Sent:** Thursday, April 27, 2023 4:20 PM  
**To:** Karen Leaver  
**Cc:** John Sych; Chuck Korn  
**Subject:** RE: Garfield Township - Grand Traverse Commons Joint Planning Commission

Karen, I'm willing to continue on PC for another term. But would also be ok w stepping down if the Twp would like to appoint a new person in my place.

---

**From:** Karen Leaver <kleaver@garfield-twp.com>  
**Sent:** Wednesday, April 26, 2023 10:10 AM  
**To:** John Racine <jpr@sondeeracine.com>  
**Cc:** John Sych <jsych@garfield-twp.com>; Chuck Korn <ckorn@garfield-twp.com>  
**Subject:** Garfield Township - Grand Traverse Commons Joint Planning Commission

Good Morning John,

Your 3-year term serving on the Grand Traverse Commons Joint Planning Commission expires on May 14, 2023. If you are interested in serving the Commission for another term, please either respond to this email indicating your interest or complete page 1 of the Board Appointment Application.

If interested, your nomination will go before the Township Board at their May 9<sup>th</sup> meeting. Thank you.

**Karen Leaver**  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684  
Phone: (231) 941-1620 | Fax: (231) 941-1588  
Email: [kleaver@garfield-twp.com](mailto:kleaver@garfield-twp.com)







# Contractor's Application for Payment No. 1

Application Period: 4/25/2023	
To (Owner): Garfield Township	From (Contractor): Elmer's Crane & Dozer, Inc.
Project: Cedar Run Water Main Extension	Contractor Address: 3600 Rennie School Rd, Traverse City, MI 49685
Owner's Contract No.:	Engineer's Project No.: 21391
	Via (Engineer): Gourdier Fraser, Inc.
	Engineer Address: 123 West Front St., Traverse City, MI 49684

## Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE..... \$ 1,389,275.00
2. Net change by Change Orders..... \$
3. Current Contract Price (Line 1 + 2)..... \$ 1,389,275.00
4. TOTAL COMPLETED AND STORED TO DATE  
(Column F total on Progress Estimates)..... \$ 386,930.00
5. RETAINAGE:
  - a. 5% X \$386,930.00 Work Completed..... \$ 19,346.50
  - b. X Stored Material..... \$
  - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 19,346.50
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 367,583.50
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$
8. AMOUNT DUE THIS APPLICATION..... \$ 367,583.50
9. BALANCE TO FINISH, PLUS RETAINAGE  
(Column G total on Progress Estimates + Line 5.c above)..... \$

### Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: *[Signature]*

Date: 5/1/23

Payment of \$ 30000  
(Line 8 or other - attach explanation of the other amount)

is recommended by: *[Signature]* (Engineer) 4/26/2023 (Date)

Payment of \$ 30000  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract):		3600 Rennie School Rd, Traverse City, MI 49685										Application Number:		1		
Application Period												Application Date:		4/25/2023		
Bid Item No.	Item Description	Contract Information			B		C		D		E		F		G	
		Item Qty	Units	Unit Price	Total Value of Item (\$)	Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)			
1	Water Main, 12" C900 (High Pressure)	5,700	LF	\$113.00	\$644,100.00											\$467,820.00
2	Water Main, 8" C900 (High Pressure)	350	LF	\$78.00	\$27,300.00											\$27,300.00
3	Bore & Jack, In Place, 24"	60	LF	\$1,000.00	\$60,000.00											\$60,000.00
4	Gate and Valve Box, 12"	7	EA	\$4,200.00	\$29,400.00											\$29,400.00
5	Gate and Valve Box, 8"	3	EA	\$3,700.00	\$11,100.00											\$11,100.00
6	Tapping Sleeve and Valve, 6"	1	EA	\$4,450.00	\$4,450.00											\$4,450.00
7	Fire Hydrant Assembly	13	EA	\$7,350.00	\$95,550.00											\$95,550.00
8	Connect to Existing Water Main	1	EA	\$0.05	\$0.05											\$0.05
9	Asphalt, Drive Replacement	500	SY	\$81.50	\$40,750.00											\$40,750.00
10	Concrete, Drive Replacement	175	SY	\$84.00	\$14,700.00											\$14,700.00
11	Asphalt, Road Replacement	1,600	SY	\$54.50	\$87,200.00											\$87,200.00
12	Concrete Curb	460	LF	\$40.00	\$18,400.00											\$18,400.00
13	Traffic Control	1	LS	\$82,050.00	\$82,050.00											\$82,050.00
14	Restoration and Clean-up	1	LS	\$100,000.00	\$100,000.00											\$100,000.00
15	Mobilization	1	LS	\$85,000.00	\$85,000.00											\$85,000.00
16	Water Well Abandonment	2	EA	\$8,000.00	\$16,000.00											\$16,000.00
17	Water Treatment Plant Abandonment	1	LS	\$30,000.00	\$30,000.00											\$30,000.00
18	Master Meter	1	EA	\$38,000.00	\$38,000.00											\$38,000.00
<b>Totals</b>								<b>\$1,384,000.05</b>								<b>\$997,070.05</b>
																<b>\$386,930.00</b>
																<b>28.0%</b>



**Contractor's Application for Payment No. 1**

Application Period:		Application Date: 4/28/2023	
To (Owner):	Garfield Township	Via (Engineer):	Gourdie Fraser, Inc.
Project:	River East Recreation Area Improvements - Phase II	Engineer Address:	123 West Front St., Traverse City, MI 49684
Owner's Contract No.:		Engineer's Project No.:	22070
From (Contractor):	Walton Contracting, Inc.		
Contractor Address:	526 W 14th St., Suite #209, Traverse City, MI 49684		

**Application For Payment Change Order Summary**

Approved Change Orders Number	Additions	Deductions	
			1. ORIGINAL CONTRACT PRICE..... \$ 173,804.00
			2. Net change by Change Orders..... \$
			3. Current Contract Price (Line 1 + 2)..... \$ 173,804.00
			4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 888,825.94
			5. RETAINAGE:
		a. 10% X \$46,548.99 Work Completed..... \$ 46,548.99	
		b. 10% X \$42,277.04 Stored Material..... \$ 42,277.04	
		c. Total Retainage (Line 5.a + Line 5.b)..... \$ 88,825.94	
		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 799,943.35	
		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$	
		8. AMOUNT DUE THIS APPLICATION..... \$ 799,943.35	
		9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 993,860.65	

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment.

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances), and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Payment of: \$ SEVENTY NINE THOUSAND, NINE HUNDRED AND FORTY THREE DOLLARS AND THIRTY FIVE CENTS  
(Line 8 or other - attach explanation of the other amount)

is recommended by: Joe M. [Signature] (Engineer) 5/3/2023 (Date)

Payment of: \$ SEVENTY NINE THOUSAND, NINE HUNDRED AND FORTY THREE DOLLARS AND THIRTY FIVE CENTS  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract):		526 W 14th St., Suite #209, Traverse City, MI 49684										Application Number: I					
Application Period		Application Date: 4/28/2023															
Item		Contract Information				B		C		D		E		F		G	
Bid Item No.	Description	Item Qty	Units	Unit Price	Total Value of Item (\$)	Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)				
1	Mobilization	1	LS	\$9,600.00	\$9,600.00				\$4,800.00		\$4,800.00	50.0%	\$4,800.00				
2	Clearing & Grubbing	1	LS	\$7,175.00	\$7,175.00				\$7,175.00		\$7,175.00	100.0%					
3	Topsoil Removal / Grading	1	LS	\$12,190.00	\$12,190.00				\$9,752.00		\$9,752.00	80.0%	\$2,438.00				
4	5' Tall Fence	1150	LF	\$57.50	\$66,125.00				\$32,911.94		\$32,911.94	49.8%	\$33,213.06				
5	4" Thick Sidewalk	2000	SF	\$7.90	\$15,800.00								\$15,800.00				
6	4' Swing Gate	6	EA	\$1,000.00	\$6,000.00								\$6,000.00				
7	8' Swing Gate	3	EA	\$1,100.00	\$3,300.00								\$3,300.00				
8	Watering Station	3	EA	\$7,638.00	\$22,914.00				\$2,091.90	\$9,365.10	\$11,457.00	50.0%	\$11,457.00				
9	Gravel Surface	1400	SF	\$1.95	\$2,730.00				\$2,730.00		\$2,730.00	100.0%					
10	Irrigation System	1	LS	\$20,000.00	\$20,000.00				\$20,000.00		\$20,000.00	100.0%					
11	Topsoil, Seed & Mulch	1	LS	\$7,970.00	\$7,970.00								\$7,970.00				
<b>Totals</b>					<b>\$173,804.00</b>				<b>\$46,548.90</b>	<b>\$42,277.04</b>	<b>\$88,825.94</b>	<b>51.1%</b>	<b>\$84,978.06</b>				

**Stored Material Summary**

**Contractor's Application**

For (Contract):		526 W 14th St., Suite #209, Traverse City, MI 49684			Application Number: I					
Application Period:		Application Date: 45044								
A Bid Item No.	Supplier Invoice No.	B Submittal No. (with Specification Section No.)	C Storage Location	Description of Materials or Equipment Stored	D Stored Previously		E Amount Stored this Month (\$)	Subtotal Amount Completed and Stored to Date (D + E)	F Incorporated in Work Date (Month/ Year)	G Materials Remaining in Storage (\$) (D + E - F)
					Date Placed into Storage (Month/Year)	Amount (\$)				
4	HF171058	1	5' Tall Fence		TBD	\$32,911.94		\$32,911.94		\$32,911.94
8	20989	1	Watering Station		TBD	\$9,365.10		\$9,365.10		\$9,365.10
<b>Totals</b>								<b>\$42,277.04</b>		<b>\$42,277.04</b>





TRANSMITTAL

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Date: April 26, 2023  
Company: The Charter Township of Garfield  
Project: River East Dog Park

---

We are Transmitting:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Shop Drawings                              | <input type="checkbox"/> Copy of Letter         | <input type="checkbox"/> Product Samples |
| <input type="checkbox"/> Prints / Drawing Documents                 | <input type="checkbox"/> Product Specifications | <input type="checkbox"/> Change Order    |
| <input checked="" type="checkbox"/> Payment Request/Pay Application | <input type="checkbox"/> Contract Documents     | <input type="checkbox"/> Other:          |

Including:

Pay Application - Including: Invoice 2522, AIA Application for Payment Document G702, Continuation Sheet G703, Fully Executed Sworn Statement, Partial Conditional Waiver of Lien

These are Transmitted:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> For Approval                           | <input type="checkbox"/> For Your Use       | <input type="checkbox"/> As Requested        |
| <input type="checkbox"/> Approved as Submitted                  | <input type="checkbox"/> Approved as Noted  | <input type="checkbox"/> Return as Corrected |
| <input checked="" type="checkbox"/> Payment Processing/Approval | <input type="checkbox"/> Signature & Return | <input type="checkbox"/> Other:              |

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Comments:

**Walton Contracting, Inc.**

526 West 14th Street #209 - Traverse City, Michigan 49684  
231.492.2181



526 WEST FOURTEENTH ST #209  
 TRAVERSE CITY, MI 49684  
 231.883.8020  
 www.waltoncontracting.com  
 info@waltoncontracting.com

# INVOICE

DATE	INVOICE
4/26/2023	2522

<b>BILL TO:</b>
THE CHARTER TOWNSHIP OF GARFIELD 3848 VETERANS DRIVE TRAVERSE CITY, MI 49684

*PLEASE REMIT ALL CHECKS TO:*  
 WALTON CONTRACTING INC  
 526 WEST 14TH STREET #209  
 TRAVERSE CITY, MI 49684

P.O. NUMBER	PROJECT	TERMS
	22-1036-E - RIVER EAST DOG PARK	NET 15 DAYS

DESCRIPTION	AMOUNT
RIVER EAST DOG PARK  WORK COMPLETED AS OF 04/25/2023	
TOTAL AMOUNT DUE:	\$ 88,976.50
LESS 10% RETAINAGE:	\$ 8,897.65
<b>THANK YOU FOR YOUR BUSINESS!</b>	<b>TOTAL: \$ 80,078.85</b>

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702 (mod)

TO OWNER: THE CHARTER TOWNSHIP OF GARFIELD PROJECT: RIVER EAST DOG PARK  
 3848 VETERANS DRIVE  
 TRAVERSE CITY, MI 49684

APPLICATION NO.: 22-1036-00001 DISTRIBUTE TO:  
 PERIOD TO: 4/30/2023 OWNER  
 PROJECT NO.: 22-1036-A ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: WALTON CONTRACTING INC. ARCHITECT:  
 526 W 14TH STREET  
 TRAVERSE CITY, MI 49684

CONTRACT DATE: 3/31/2023  
 PURCHASE ORDER:

**CONTRACT FOR:**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

1. ORIGINAL CONTRACT SUM	\$	173,804.00
2. Net Change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	173,804.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	\$	88,976.50
5. RETAINAGE:		
a. 10.00% of Completed Work (Columns D + E on Continuation Sheet)	\$	4,445.70
b. 10.00% of Completed Work (Columns F on Continuation Sheet)	\$	4,451.95
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$	8,897.65
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	80,078.85
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	0.00
8. CURRENT PAYMENT DUE	\$	80,078.85
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$	93,725.15

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: WALTON CONTRACTING INC.

By: Mary Suplee Date: 4-20-2023

State of: MICHIGAN

County of: GRAND TRAVERSE

Subscribed and sworn to before

me this 20th day of April 2023

Notary Public: Megan Taylor  
 My Commission expires: 4/14/2026

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are charged to conform to the amount certified.)

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

REQUEST FOR PAYMENT DETAIL

Project: 22-1036-A / RIVER EAST DOG PARK Invoice: 2522 Draw: 22-1036-00001 Period Ending Date: 4/30/2023

Item ID	Description	Total Contract Amount	Previously Completed Work	Work Completed This Period	Presently Stored Materials	Completed And Stored To Date	% Comp	Retainage Balance	Balance To Finish
01-001	MOBILIZATION	9,800.00		4,800.00		4,800.00	50.00	480.00	4,800.00
01-002	CLEARING & GRUBBING	7,175.00		7,175.00		7,175.00	100.00	717.50	2,438.00
01-003	TOPSOIL REMOVAL/GRADING	12,180.00		8,752.00		8,752.00	80.00	875.20	33,062.50
01-004	5' TALL FENCE	66,125.00			33,062.50	33,062.50	50.00	3,306.25	15,800.00
01-005	4" THICK SIDEWALK	15,800.00							6,000.00
01-006	8' SWING GATE	3,300.00							3,300.00
01-007	WATERING STATION	22,914.00			11,457.00	11,457.00	50.00	1,145.70	11,457.00
01-008	GRAVEL SURFACE	2,730.00		2,730.00		2,730.00	100.00	273.00	
01-010	IRRIGATION SYSTEM	20,000.00		20,000.00		20,000.00	100.00	2,000.00	
01-011	TOPSOIL, SEED AND MULCH	7,970.00							7,970.00

<b>Totals</b>		173,804.00		44,457.00	44,519.50	88,976.50	51.19	8,897.65	84,827.50
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# SWORN STATEMENT

STATE OF MICHIGAN  
COUNTY OF GRAND TRAVERSE

Project No.: 22-1036-E  
Project Name: RIVER EAST DOG PARK

Tracy Siepker being duly sworn, deposes and says:

WALTON CONTRACTING, INC. is the Contractor for an improvement to the following described real property situated in  
GRAND TRAVERSE County, Michigan, described as follows:

**RIVER EAST DOG PARK  
TRAVERSE CITY, MICHIGAN**

That the following is a statement as of 4/25/2023 of each Subcontractor and Supplier and Laborer with whom the General Contractor has Subcontracted for performance under the Contract with the Owner or Lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name of Subcontractor, Supplier or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Balance to Complete
LAUTNER IRRIGATION	IRRIGATION	\$ 17,145.00	\$ -	\$ 17,145.00	\$ -
DOG WASTE DEPOT	DOG WASTE	\$ 9,365.10	\$ 9,365.10	\$ -	\$ -
HOOVER FENCE	FENCE	\$ 27,340.58	\$ 27,340.58	\$ -	\$ -
					\$ -
WALTON CONTRACTING	SITWORK	\$ 119,953.32	\$ (36,705.68)	\$ 62,933.85	\$ 93,725.15
<b>Total to Date:</b>		<b>\$ 173,804.00</b>	<b>\$ -</b>	<b>\$ 80,078.85</b>	<b>\$ 93,725.15</b>

WARNING (TO OWNER): AN OWNER OR LESSEE OF THE ABOVE DESCRIBED PROPERTY MAY NOT RELY ON THIS THE CLAIM OF A SUBCONTRACTOR, SUPPLIER OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING (OR A STATEMENT TO AVOID LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT) TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

That the General Contractor has not procured material from, or Subcontracted with, any person other than those set forth above and owes no money for the improvement other than the sums set forth above.

Deponent further says that he or she makes the foregoing statement as the General Contractor for the purpose of representing to the Owner, Lessee or Mortgagee of the above described premises and his or her agents that the above described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above, and except for claims of construction liens by laborers which may be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1109 of the Michigan Compiled Laws.

Deponent further says that Laborer Wages, Fringe Benefits and Withholdings are paid, except as disclosed within this Statement.

WARNING (TO DEPONENT): A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.110 OF THE MICHIGAN COMPILED LAWS.

**WALTON CONTRACTING, INC.**  
526 WEST 14TH STREET #209, TRAVERSE CITY, MI 49684

Tracy Siepker  
(Signature)

Tracy Siepker, Treasurer

By \_\_\_\_\_

Date 4/25/2023

Signed before me this 20th day of April 2023

Notary Public: Merri Taylor

My Commission Expires: 4/14/2026

Merri R Taylor  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF Kent  
My Commission Expires April 14, 2026  
Acting in the County of KENT



# PARTIAL CONDITIONAL WAIVER

I/We have an agreement with The Charter Township of Garfield to provide Excavation Work for the improvement to the property as described as:

RIVER EAST DOG PARK  
Traverse City, Michigan

And hereby waive and release our construction lien rights against such property for labor / materials provided through April 25, 2023; together with all previous waivers, if any, do cover all amounts due to use for improvements provided through the date shown above.

This waiver is conditioned on receipt of the actual payment in the amount of:

Eighty thousand, seventy eight hundred and 85/100 dollars.

\$80,078.85

Company: WALTON CONTRACTING, INC.

Address: 526 W 14TH STREET #209

TRAVERSE CITY, MICHIGAN 49684

Tracy Siepker  
Signature

Tracy Siepker, Treasurer

Merrill Tapp  
Witness

4/26/2023  
Date

4-26-2023  
Date

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**RESOLUTION TO AMEND THE BUDGET**

**RESOLUTION #2023-14-T**

**BE IT HEREBY RESOLVED**, THAT we approve the HRA amount to correct the error in the HSA Insurance allowance and transfer the balance from in the General Fund (101) Fund Balance to the Insurance – Employee Health line item (101-851-873-030) in the total amount of \$30,000.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution adopted this 9th day of May, 2023.

---

Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of the Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 9th day of May, 2023.

---

Lanie McManus, Clerk

May 4, 2023

Mr. Chuck Korn, Supervisor  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

Mr. Nate Geinzer, Interim City Manager  
City of Traverse City  
400 Boardman Avenue  
Traverse City, MI 49684

Dear Messrs. Korn and Geinzer:

As required in the Rec Authority's Articles of Incorporation, the City of Traverse City and Charter Township of Garfield Recreational Authority Proposed Comprehensive Annual Budget for Fiscal Year 2023/2024 is hereby submitted and recommended for approval by the Garfield Township Board of Trustees and Traverse City City Commission. Along with the budget is a narrative explaining what is proposed to be accomplished in the next year.

The Authority has scheduled a public hearing for June 7, 2023, and will then consider the proposed budget for adoption at that same meeting. Prior to that, I have already requested and received confirmation that this will be heard at your meetings on the following dates:

Township Board of Trustees: Tuesday, May 9 regular meeting.  
City Commission: Monday, May 15 regular meeting.

Thank you as always for your consideration. A representative of the Authority will be present at your meeting to answer any questions you may have.

Sincerely,



Laura Ness  
Chair



Matt Cowall  
Executive Director

Enclosure

K:\recreationalauthority\RAbudgetcommunication\_2023.doc



# RECAUTHORITY

TRAVERSE CITY / GARFIELD TOWNSHIP

The City of Traverse City and Charter Township of Garfield  
Recreational Authority

Proposed Comprehensive Annual Budget  
Fiscal Year July 1, 2023 to June 30, 2024

**Board of Directors**

Laura Ness, Chair  
Michael Groleau, Secretary  
Tim Hughes, Treasurer  
Richard Lewis, Director and City Commission Representative  
Steve Duell, Director and Township Board of Trustees Representative  
Lindsay Erreca, Director  
Chris Sullivan, Director

**Executive Director**

Matt Cowall

**City of Traverse City and Charter Township of Garfield**  
**RECREATIONAL AUTHORITY**  
**OPERATING FUND**  
For the Fiscal Year End June 30, 2024

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Recommended
<b>REVENUES</b>						
Property Taxes	\$ 183,248	\$ 294,565	\$ 307,775	\$ 330,000	\$ 332,000	\$ 335,000
PPT Reimbursement	9,920	8,872	9,673	-	9,985	-
Interest Income	1,655	222	212	200	2,875	2,000
Grants and Contributions	16,990	265,119	36,039	477,660	490,763	25,000
Barns Park Rental Revenues	106,674	58,584	158,616	150,000	118,750	150,000
Other Income	-	330	3,015	-	5,440	-
<b>TOTAL REVENUES</b>	<b>318,487</b>	<b>627,692</b>	<b>515,330</b>	<b>957,860</b>	<b>959,813</b>	<b>512,000</b>
<b>EXPENDITURES</b>						
Office Expenses	1,739	1,172	1,124	2,000	1,500	2,000
Professional Services	195,065	780,614	181,571	217,550	195,000	240,200
Insurance & Bonds	3,420	3,420	3,487	4,000	4,103	5,000
Facility/Property Expenses	49,391	50,542	68,207	169,800	95,000	122,800
Transportation	2	-	123	500	-	500
Capital Outlay (Roads & Bldg 223)	-	-	61,229	-	-	-
Capital Outlay (Solar Lighting)	-	-	-	25,000	31,359	-
Capital Outlay (Land Purchase)	-	-	-	668,200	668,200	-
Capital Outlay (H. F. Infrastructure)	-	-	-	-	-	50,000
Capital Outlay (Hickory Wayfinding)	-	-	-	-	-	25,000
<b>TOTAL EXPENDITURES</b>	<b>249,617</b>	<b>835,748</b>	<b>315,741</b>	<b>1,087,050</b>	<b>995,162</b>	<b>445,500</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>68,870</b>	<b>(208,056)</b>	<b>199,589</b>	<b>(129,190)</b>	<b>(35,349)</b>	<b>66,500</b>
<b>Beginning Fund Balance</b>	<b>489,328</b>	<b>558,198</b>	<b>350,142</b>	<b>549,731</b>	<b>549,731</b>	<b>514,382</b>
<b>Ending Fund Balance</b>	<b>\$ 558,198</b>	<b>\$ 350,142</b>	<b>\$ 549,731</b>	<b>\$ 420,541</b>	<b>\$ 514,382</b>	<b>\$ 580,882</b>
<b>Millage Rate</b>	<b>0.1500</b>					

## Narratives to Budget Sheets

### Operating Fund:

This fund is the core fund for the general operations of the Rec Authority. The millage rate to be levied on the winter tax bills will be **0.15**, the same as last year. The primary goals of the Rec Authority supported by funding in the proposed budget for the coming fiscal year are: (1) opening of the newly acquired Hickory Forest Natural Area to public use; and (2) ongoing operations, maintenance and improvement of all Rec Authority properties.

Breakdowns for various line items of the Operating Fund are as follows:

#### **Professional Services**

Executive Management Services (Land Information Access Association)	\$ 90,000.00
Treasury/Financial Management Services (City of Traverse City)	\$ 6,000.00
Hickory Meadows/Forest Management Services (Grand Traverse Conservation District)	\$ 35,000.00
Event Facility Management Services (Sunrise to Sunset Events)	\$ 57,500.00
Legal	\$ 5,000.00
Audit	\$ 6,700.00
Miscellaneous/Contingency (Approximately 10% of overall budget)	\$ 40,000.00

<b>Total</b>	<b>\$ 240,200.00</b>
<b><u>Allocation Recommended</u></b>	<b><u>\$ 240,200.00</u></b>



(Operating Fund – Continued)

**Office Expenses Total** \$ 2,000.00  
**Allocation Recommended** \$ 2,000.00

**Insurance & Bonds Total** \$ 5,000.00  
**Allocation Recommended** \$ 5,000.00

**Facility/Property Expenses**

Event Expenses (cleaning, supplies, etc.) \$ 15,000.00  
Event Shuttle Transportation \$ 20,000.00  
Historic Barns Park Miscellaneous Maintenance,  
Roads and Snowplowing \$ 25,000.00  
Facility Expenses (gas, water, electric and security) \$ 18,000.00  
Hickory Meadows Work Plan \$ 33,780.00  
Contingency (approximately 10%) \$ 11,000.00

**Total** \$ 122,780.00  
**Allocation Recommended** \$ 122,800.00

**Travel Total** \$ 500.00  
**Allocation Recommended** \$ 500.00

**Hickory Forest Infrastructure (Trails, Trailhead)** \$ 50,000.00  
**Allocation Recommended** \$ 50,000.00

**Hickory Wayfinding Signage Installation** \$ 25,000.00  
**Allocation Recommended** \$ 25,000.00

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**Operating Fund Total** \$ 445,500.00

**City of Traverse City and Charter Township of Garfield**  
**RECREATIONAL AUTHORITY**  
**LONG TERM GENERAL OBLIGATION DEBT RETIREMENT FUND**  
**For the Fiscal Year End June 30, 2024**

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Recommended
<b>REVENUES</b>						
Property Taxes	\$ 637,354	\$ 669,420	\$ 699,729	\$ 750,000	\$ 755,000	\$ 560,000
Interest Income	1,199	641	508	450	3,000	3,000
Refunds & Reimbursements	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>638,553</b>	<b>670,061</b>	<b>700,237</b>	<b>750,450</b>	<b>758,000</b>	<b>563,000</b>
<b>EXPENDITURES</b>						
Fees	179	191	198	300	300	300
Principal	500,000	535,000	585,000	630,000	630,000	675,000
Interest	76,840	65,145	52,489	38,759	38,759	24,013
<b>TOTAL EXPENDITURES</b>	<b>577,019</b>	<b>600,336</b>	<b>637,687</b>	<b>669,059</b>	<b>669,059</b>	<b>699,313</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>61,534</b>	<b>69,725</b>	<b>62,550</b>	<b>81,391</b>	<b>88,941</b>	<b>(136,313)</b>
<b>Beginning Fund Balance</b>	<b>643,144</b>	<b>704,678</b>	<b>774,403</b>	<b>836,953</b>	<b>836,953</b>	<b>925,894</b>
<b>Ending Fund Balance</b>	<b>\$ 704,678</b>	<b>\$ 774,403</b>	<b>\$ 836,953</b>	<b>\$ 918,344</b>	<b>\$ 925,894</b>	<b>\$ 789,581</b>
<b>Millage Rate</b>	<b>0.2400</b>					

Long-Term General Obligation Debt Retirement Fund:

The sole focus of this fund is to make the required payments on the general obligation bonds that facilitated the acquisition of the Authority's three original properties. The millage rate can adjust depending on the amount of debt service that has to be paid in each fiscal year, and the debt-service amount escalates each year through retirement of the debt.

Thankfully, retirement of the debt is almost here! December of 2023 will be the last tax levy for this fund. Combined with the accumulated fund balance, this levy must be sufficient to cover three remaining payments as follows:

<b>Date Due</b>	<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Payment Due</b>
10/1/2023	2023-2024	\$ 675,000.00	\$ 15,820.00	\$ 690,820.00
4/1/2024	2023-2024	\$ -	\$ 8,192.50	\$ 8,192.50
10/1/2024	2024-2025	\$ 725,000.00	\$ 8,192.50	\$ 733,192.50

Based on last year's receipts, 2022 taxable values, a debt service this fiscal year of \$699,012.50, and a debt service next fiscal year of \$733,192.50, the millage rate to be levied for this fiscal year will be **0.24**, a step down from last year's levy of 0.33 as we move toward full retirement of this debt.

**Charter Township of Garfield**  
**Engineering Report / Construction Update**  
**April 17, 2023**

**I. Water Projects**

**Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in 2023. Project has been on hold due to high bid prices / volatile market. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Project is done and closed out

**McCrae PRV: US31 / 37 Water Pressure Issues**

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrae groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrae PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received

**Stone Ridge PRV Replacement**

The PRV located on Silverlake Road that services the Stoneridge Subdivision is one of the oldest and subject to frequent flooding / maintenance. The station is at its life expectancy and in need of replacement as identified both by the DPW and Township Capitol Improvement Plans. It is our intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor. Permits have been issued. Project is on hold due to high bid price received.

\*Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation to include watermain replacement (Plastic C900) with PRV replacement proposed.

**C2R2 Grant - West (Long Lake Township) to connect Black Bear Farms:** EGLE Grant and GFA contract have been approved. GFA completed survey work in December and now proceeding with design. We are coordinating with contractors on scheduling as there may be some material supply delays so anticipating on bidding out for late summer / fall construction to accommodate. Project design is complete and EGLE permit issued. Project was put out for bids on 8/23 and have offered both late fall or spring 2023 construction to accommodate. Only 1 responsive bidder submitted, and prices came in higher than available grant funds (due to increased materials/ labor costs). Have until 12/24 to complete, contractor has held bid price and additional funding sources have been solicited. Township has approved Elmers Bid and project is in process. GFA has reviewed shop drawings and working with contractor on schedule. A preconstruction meeting was held March 7<sup>th</sup> and project to start April 3<sup>rd</sup> and be complete mid June.

### **Tank Inspection**

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE. GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. McCrae / Cedar Tanks inspections have been completed with no major issues noted. Final report received and on file. Copy also sent to EGLE for their files

### **Birmley Tank Mixer**

GFA assisted with review and implementation of some operation improvements to the existing elevated tank in Birmley Hills Estate Subdivision to improve pressures. These changes required raising the operating range of water levels in the tank which by doing so reducing proper mixing of the water. The board and DPW approved moving forward with the install and unit has been ordered.

### **Sewer Projects**

#### **SAW Grant – US 31 Siphon Flow Monitoring**

Township board approved recommendations in report at September 26<sup>th</sup> 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at Logans Landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

#### **NW Silver Lake Sewer Extension**

Recently interest (from Franciscos) to extend sanitary sewer along NW Silverlake Road was requested by property owners. Garfield Twp board approved GFA contract last month and currently conducting survey work. Design complete and bid out end of April for 2023 construction.

## **Birmley Estates**

GFA completed flow monitoring in this area and submitted results to Twp and EGLE. There is a limited pipe section from Northern Star Drive to Garfield that based upon flow monitored demonstrated is has adequate capacity to meet existing some future growth in the area. No improvements needed at this time.

## **General Utilities**

### **Sewer / Water City Contracts**

GFA, DPW and Township continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. In the upcoming future negotiations will be initiated to discuss terms of the 1987 contract.

### **Water Reliability Study**

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, DEQ has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. The Township recently approved the EGLE DWRP Engineering report which will include completing the water study. This is to be done by July 2023.

### **GIS Mapping**

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1<sup>st</sup> step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

### **Water Service Expansion**

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37. There continues to be interest from parcels along route and with Blair to service development (fire flow only). GFA and Township staff are currently working on cost sharing options and has been meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire.



## **Capital Improvement Projects**

GFA continues working on capital improvement list and attended the February 23<sup>rd</sup> Joint Planning / Board meeting. The list will be utilized to assist with soliciting infrastructure funding that is upcoming. In addition, GFA has been monitoring the IJA infrastructure funds passed by the Federal Government and placed our ask to the local agency for them to pass along to our state representatives. Township recently submitted to EGLE our notice of intent to apply for a loan to implement projects. A presentation of the projects and loan process was conducted at a recent meeting to the board. GFAs proposal to complete Engineering Study that is required by EGLE to start process and was approved. Report will be complete in June 1st 2023.

## **Water and Sewer Rates**

DPW is utilizing to conduct a rate analysis for the Township. GFA has been providing as needed assistance related to assets and values to assist.

## **County ARPA Funding Request**

GFA worked with Township staff on applications to the county to request ARPA funds for Long Lake WM extension, Olesons Water Service Extension and Francisco Sewer Extension. Other projects are also in the ask but this is what is pertinent to water /sewer.

## **II. Parks & Recreation**

### **East River Park – Capital Improvements**

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2023 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved to proceed with the phase 3 of this project including sidewalk and bathroom. Phase I has been completed and Phase 3 is in the board packet for approval.

GFA has been retained by the Township and currently working on Phase 2 of the park to include dog park and irrigation. Project was awarded to Walton Contracting and due to labor / material delivery delays occurred and project has now started and will be finished late fall.

## **Utility Plan Reviews**

### **Windy Hills (60 Acre Herkner Parcel) – Phase II**

GFA has completed initial review and awaiting final plan submission to complete full review. GFA to provide oversight with fulltime inspection to be provided by applicant.

**Ashland Park - Phase 2 & 3** Plan review has been completed by GFA and in receipt of all EGLE permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed

and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

#### **Fox Run**

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and worked with developer / DPW to provide connection. A preconstruction meeting was held in 2022 and project was intended to start soon, no update as of current.

#### **Chelsea Park West – Phase II**

Plans have been approved and am in receipt of all EGLE permits. GFA will be providing as needed construction oversight.

#### **Village at Lafranier Woods**

GFA has been providing onsite construction inspection with all utilities installed. GFA is working with contractor on closeout paperwork / record drawings.

#### **The Oaks**

GFA has been providing onsite construction inspection with all utilities installed. All closeout paperwork has been completed and in board packet to accept and turnover.

#### **BATA Facility**

All permits have been issued and GFA is waiting on schedule from Developer. GFA will be providing full time inspection.

#### **Marengo 31**

Plans have been reviewed and approved and EGLE permit has been issued. GFA will provide full time inspection with work to begin when notified.

#### **South 22**

All permits have been issued and GFA is waiting on schedule from Developer. GFA will be providing full time inspection.

#### **Britten, New Buildings (Cass Road)**

GFA has completed final review of the plans related to water main extension to service the additional buildings and submitted to EGLE For permitting.

#### **Birmley Hills Condo**

GFA has completed a final review of the plans related to water main and sewer extension to service the additional buildings. Final plans have been received submitted to EGLE for permitting.

## 2021 through 2023 Storm Water & Private Road Plan Reviews

**\*list represents those still outstanding from 2021 and 2022 not approved**

Action Water Sports	Approved per letter 7/21/22
Fox Motors SW Review	Approved per letter 8/29/22 (final plans with agreements and permits to be submitted to Twp)
TC Curling Center	Approved per letter 8/23/22 (final plans with permit and escrow)
Kensington West PURD	approved per cursory review letter 9/9/22
7 Brews - S Airport	Approved 11/17/22 (final plans with agreements and permits to be submitted to Twp)
7 Brews - US 31	Conditional approval per letter. Field verificatoins required
Britten New Building	Approved 10/28/22 conditional on EGLE and update Due Care
South 22 Plan Dev	Approved for Grading Permit 7/29/22- Awaiting submittal of calcs to continue. Expected 8/12 , Requested calculations on 12/21&12/27, Letter sent 12/29/22 approved pending confirmations
3566 N US -31 (Stone Field Eng)	Review letter sent 8/17. Follow up cursory review should be simple.
Premier Place - Bill Crain	Approved per letter 8/24/22 (final plans with agreements and permits to be submitted to Twp)
TC Hammond SW Review	Review letter sent 9/6/22 -Follow up cursory review should be simple.
1342 Industry Drive-Unit 17 HIC	Approved per letter 10/28 verifying 9/30 revisions met 9/19 review letter.
Rogers Property	Approved 11/4/2022 (final plans with agreements and permits to be submitted to Twp)
Logan Valey Storage	Approved 10/31/22 (final plans with agreements and permits to be submitted to Twp)
Brimley	Initial review sent 10/26, received additional info 11/17
Britten North Building	Initial review sent 10/31/22
Prince of Peace	Approved per final review letter 12/20/22
Unit 25 HIC	Approved 10/31/22 (final plans with agreements and permits to be submitted to Twp)Approved for Grading Permit 10/26/22.
Fairfield Hotel	Approved 11/15/22 (final plans with agreements and permits to be submitted to Twp)
1389 Industry Drive - Concrete Central	Approved 12/29/22 with pending confirmation on rear basin.
Alpers Storage Unit	Initial review emailed 12/19/22
Robertson SW Mod - Lot 67 Lonetree	Approved per letter 12/22/22
Unit C Addition - Machin Properties	Initial review email sent 2/6/23 – PROJECT CANCELLED
Sunbelt Rentals	Initial review email sent 2/15/23
Chelsea Park West Bldg 9 and 10	Approval letter sent 3/30/23
1712 S Garfield Rd - (StoneField, Cherrlanyd Mall)	SW Review letter sent 3/8/23. Currory review remains
Pine Grove - (Crain Engineering LLC)	Initial review sent 3/21
UPS	Review letter sent 4/7/23, Currory review of shared use path remains.
Unit 31 HIC Drayton Builders	Initial review sent 4/7/23

# Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

April 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
	Fatal	PIA	PDA	OWI	Criminal		
01 Acme	9	1	0	1	0	8	2
02 Blair	19	1	0	7	4	10	8
03 East Bay	26	0	1	5	2	5	6
04 Fife Lake	2	0	1	1	0	2	2
05 Garfield	65	0	3	16	8	55	19
06 Grant	0	0	0	1	0	0	1
07 Green Lake	4	0	0	2	4	5	2
08 Long Lake	2	0	1	3	2	5	4
09 Mayfield	1	0	0	3	0	2	3
10 Peninsula	2	0	0	2	0	1	2
11 Paradise	8	0	0	5	0	4	5
12 Union	1	0	0	0	0	0	0
13 Whitewater	2	0	1	3	0	1	4
29 Fife Lake Vlg	0	0	0	0	0	0	0
30 Kingsley Vlg	5	0	0	0	0	8	0
66 Traverse City	1	0	0	0	1	44	0
84 Out of County	0	0	0	0	0	17	0
<b>Totals</b>	147	2	7	49	21	167	58
<b>% of Garfield Twp.</b>	<b>44.2%</b>	<b>0.0%</b>	<b>42.9%</b>	<b>32.7%</b>	<b>38.1%</b>	<b>32.9%</b>	<b>32.8%</b>

Ticket stats are based on what District Court has entered as of 5/01/23.

Arrest stats are as of 5/01/23.





# GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686  
 Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: [www.gtmetrofire.org](http://www.gtmetrofire.org) Email: [info@gtmetrofire.org](mailto:info@gtmetrofire.org)

## Garfield NFIRS(fire) Incidents - April 2023

Incident Type	Count
Medical assist, assist EMS crew	224
Dispatched and cancelled en route	16
Alarm system activation, no fire - unintentional	9
Motor vehicle accident with injuries	7
Water Flow Alarm - unintentional	3
Alarm system sounded due to malfunction	2
Low-voltage line down	2
Motor vehicle accident with no injuries.	2
Power line down	2
Smoke detector activation due to malfunction	2
Building Fire - Charring only - No Flame Damage	1
Building Fire - Int/Ext Finish - Non-Structural	1
Carbon monoxide incident	1
CO detector activation due to malfunction	1
Electrical wiring/equipment problem, other	1
Extrication of victim(s) from vehicle	1
Local alarm system, malicious false alarm	1
Outside gas or vapor combustion explosion	1
Public service	1
Smoke scare, odor of smoke	1
Sprinkler activation, no fire - unintentional	1
Tree Down onto Low Voltage Lines	1
Unauthorized burning	1
Vehicle accident, general cleanup	1
<b>Grand Total</b>	<b>283</b>



### GTMESA NFIRS - March 2023

Incident Type	Count
Medical assist, assist EMS crew	396
Dispatched and cancelled en route	18
Alarm system activation, no fire - unintentional	11
Motor vehicle accident with injuries	10
Motor vehicle accident with no injuries.	8
Assist invalid	5
LP or Natural Gas Odor with no leak/gas found.	4
Carbon monoxide detector activation, no CO	3
Water Flow Alarm - unintentional	3
CO detector activation due to malfunction	2
Dumpster or other outside trash receptacle fire	2
Gas leak (natural gas or LPG)	2
Public service	2
Smoke detector activation, no fire - unintentional	2
Alarm system sounded due to malfunction	1
Assist police or other governmental agency	1
Building fire / Dryer/Appliance Fire	1
Carbon monoxide incident	1
Chemical hazard (no spill or leak)	1
Cooking fire, confined to container	1
Electrical wiring/equipment problem, other	1
False alarm or false call, other	1
Good intent call, other	1
Hazardous condition, other	1
Heat from short circuit (wiring), defective/worn	1
Low Hanging Power Line	1
Municipal alarm system, malicious false alarm	1
Oil or other combustible liquid spill	1
Overpressure rupture from steam, other	1
Rescue or EMS standby	1
Ring or jewelry removal	1
Smoke or odor removal	1
Tree Down onto Low Voltage Lines	1
Unintentional transmission of alarm, other	1
Vehicle accident, general cleanup	1
Water or steam leak	1
<b>Total Incidents</b>	<b>490</b>



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## Garfield EMS Incidents - April 2023

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	6	15	22	43
Difficulty Breathing / SOB	20	2	4	26
General Weakness	3	3	13	19
Cardiac Issues (Chest Pain)	11	1	2	14
Abdominal Pain	4	1	7	12
Invalid Assist/Lift Assist			11	11
Syncope/near-fainting	4	3	3	10
Medical Alarm		8	1	9
Seizure	5	2	2	9
Nausea/Vomiting	2		6	8
Stroke/CVA	6	1	1	8
Altered LOC	4		3	7
Psychiatric Problem/Suicide Attempt	1		5	6
Urinary problem	1		5	6
Cardiac Issues - No Chest Pain	3	2		5
Overdose - Unintentional	3	1	1	5
Vehicle Accident	5			5
Hemorrhage/Laceration	1	1	2	4
Hypotension / hypertension	1		3	4
Allergic Reaction / Stings	3			3
Choking	2		1	3
Headache	1		2	3
Pregnancy/Childbirth/Miscarriage	3			3
Traumatic Injury			3	3
Unresponsive	3			3
Back Pain (Non-Traumatic)			2	2
Death - Priority 5			2	2
Diabetic Emergency		1	1	2
GI Bleed	1		1	2
No Other Appropriate Choice	1		1	2
Welfare Check			2	2
Alcohol intoxication			1	1
Assault			1	1
Assist Other Agency	1			1
CPR	1			1
Epistaxis (Nosebleed)			1	1
Infection			1	1
Patient Assist Only			1	1
<b>Grand Total</b>	<b>96</b>	<b>41</b>	<b>111</b>	<b>248</b>

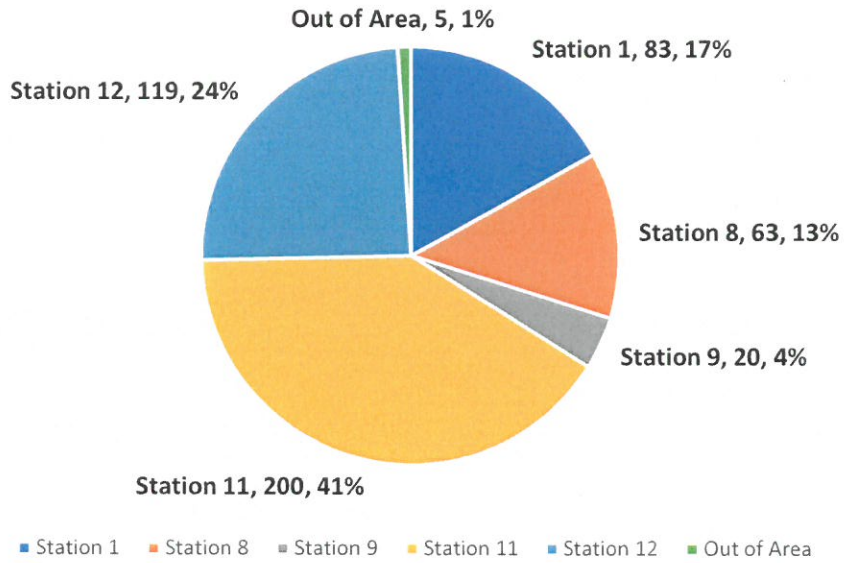


### GTMESA EMS Totals - March 2023

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	10	24	37	71
General Weakness	9	4	25	38
Difficulty Breathing / SOB	23	7	4	34
Invalid Assist/Lift Assist			29	29
Cardiac Issues (Chest Pain)	24		1	25
Psychiatric Problem/Suicide Attempt	2	4	15	21
Abdominal Pain	9		10	19
Seizure	11	2	5	18
Altered LOC	12		5	17
Medical Alarm	1	11	5	17
Vehicle Accident	16		1	17
Syncope/near-fainting	5	1	7	13
Back Pain (Non-Traumatic)	2	1	9	12
Traumatic Injury	1	5	6	12
Unresponsive	10		1	11
Alcohol intoxication	5	1	3	9
Hypotension / hypertension	4	1	4	9
Nausea/Vomiting	4	1	4	9
No Other Appropriate Choice	1		7	8
CPR	7			7
Overdose - Unintentional	3		3	6
Stroke/CVA	5		1	6
Cardiac Issues - No Chest Pain	4		1	5
Fever	1	2	1	4
GI Bleed	3		1	4
Allergic Reaction / Stings	2	1		3
Infection			3	3
Animal Bite	1		1	2
Diabetic Emergency	1	1		2
Hemorrhage/Laceration	1		1	2
Welfare Check		1	1	2
Assault	1			1
Burns/Explosion	1			1
Lower Limb Swelling			1	1
Patient Assist Only			1	1
Urinary problem		1		1
<b>Grand Total</b>	<b>179</b>	<b>68</b>	<b>193</b>	<b>441</b>

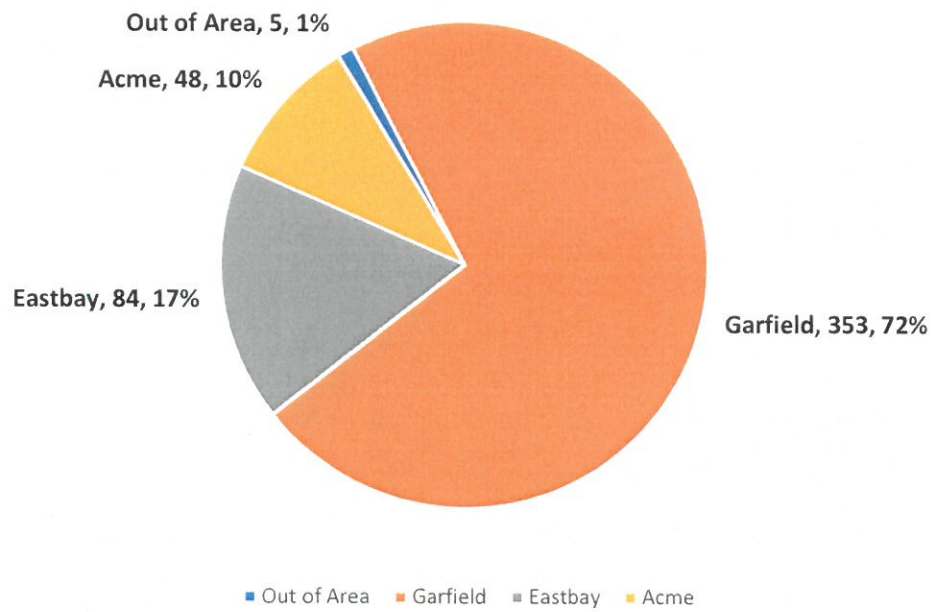
### GTMESA - March 2023 Incidents by Station

490 Total




### GTMESA - March 2023 Incidents

490 Total





		<b>Charter Township of Garfield</b>	
		<b>Planning Department Report No. 2023-48</b>	
Prepared:	May 2, 2023	Pages:	2
Meeting:	May 9, 2023 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for May 2023		

**PURPOSE:**

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

**DEVELOPMENTS:**

The Planning Commission is currently conducting the following development review activity:

***Oleson's Food Store – Planned Unit Development Amendment***

- *Location:* 3850 North Long Lake Road, at intersection of North Long Lake and Cedar Run Roads
- *Development Description:* Proposed amendment to permit six apartments
- *Status:* The application was introduced at the Planning Commission meeting on 4/12/2023. A public hearing was scheduled for the 5/10/2023 Planning Commission meeting.

***Hickory Forest / Hickory Meadows – Zoning Map Amendment (Rezoning)***

- *Location:* Portions on Barney Road, East Traverse Highway (M-72), and Randolph Street
- *Development Description:* Proposed rezoning of properties to P-R Park-Recreation zoning district
- *Status:* A public hearing was held at the 4/12/2023 Planning Commission meeting. Findings of fact will be considered at the 5/10/2023 Planning Commission meeting.

***Pine Grove Homes – Special Use Permit***

- *Location:* 4030 Meadow Lane Drive, at intersection of Meadow Lane Drive and US 31 South
- *Development Description:* Proposed site for mobile home sales (sale of prefabricated structures)
- *Status:* A public hearing was held at the 4/12/2023 Planning Commission meeting. Findings of fact will be considered at the 5/10/2023 Planning Commission meeting.

***Ligon Bed and Breakfast – Special Use Permit Amendment***

- *Location:* 5876 Hainey Lane, near the intersection of Gray Road and Cedar Run Road
- *Development Description:* Proposed expansion of existing bed and breakfast operation
- *Status:* A public hearing was held at the 4/12/2023 Planning Commission meeting. Findings of fact will be considered at the 5/10/2023 Planning Commission meeting.

***Ridge45 – Phase I-III Multi-Family Housing Special Use Permit Amendment and******Ridge45 – Phase IV (South 22) Multi-Family Housing Special Use Permit Amendment***

- *Location:* Northwest corner of LaFranier and Hammond Roads
- *Development Description:* Developer is seeking to combine previously approved Ridge45 Phases I-III (400 units) with a revised new plan for Ridge45 Phase IV (196 units) for a total of 596 multi-family housing units.
- *Status:* Introduction of major amendments to combine the two Special Use Permits into one Special Use Permit for all four phases at the 5/10/2023 Planning Commission meeting.



***Birmley Meadows – Site Condominium***

- *Location:* North of existing Birmley Hills Estates subdivision, south of Birmley Road
- *Development Description:* Proposed 26-lot single-family residential site condominium
- *Status:* The application will be introduced at the Planning Commission meeting on 5/10/2023

**PLANNING:**

Other Planning Department activities include the following:

- For its April study session, the Planning Commission focused on reviewing goals and objectives for Natural Resources (including Water Quality, Energy, and Agricultural Land) and Parks and Trails to be included in the new Master Plan. The Planning Commission also discussed additional community engagement and outreach for the Master Plan process. For the May study session, the Planning Commission will review goals and objectives for Transportation and Infrastructure.
- Staff continues to facilitate the mountain biking subcommittee of the Parks and Recreation Commission to help guide implementation of the mountain biking portion of the Commons Natural Area Design Plan. Park Staff are coordinating a volunteer worker bee while Planning Staff is working on a process with the Northern Michigan Mountain Bike Association to facilitate fundraising for construction of mountain bike features in accordance with the Plan.
- The Planning Director represents the Township on the Northwest Regional Airport Authority/Cherry Capital Airport Zoning Board. The Zoning Board recently received a presentation by MDOT Aeronautics on establishing an airport zoning ordinance in accordance with the Michigan Airport Zoning Act, Public Act 23 of 1950.

**STAFF:**

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**Charter Township of Garfield**  
**Parks Report**

**Silver Lake Recreation Area**

Tennis nets are up.

New countertop has been installed in men's bathroom.

Trees have been marked in dog park, as well as tree by the roadway, for removal estimate.

Rentals filling up.

Water scheduled to be turned on.

First fertilizer application is complete.

**Commons**

Mountain Bike sub-committee meetings continue to go well.

Work bee scheduled for May 7<sup>th</sup>.

Cleared trees that were down on mountain bike trails. Used cut trees to block off trails that are scheduled to be closed.

Did a walk thru with planning for accessible trail options. Identified a valve vault that we will be securing to eliminate any liability.

Work bee conducted by Greenspire Students (raking, covering graffiti, trash pick-up).

### **River East**

Cages completed for plantings.

Clearing and grubbing completed. Irrigation being installed.

Dog Park Fencing arrives in the first week of May.

### **Boardman Valley**

Pickle ball nets have been put up and activity is starting as the weather breaks.

YMCA has repaired most of the potholes on the drive into the park/Y.

Portable toilets are being dropped the first week of May.

### **Miller Creek**

Covered up some graffiti.

Trails are in good shape.

Removed a tire out of pond.

### **Kid's Creek**

Tree planting project is in full swing. Hoping it is complete by 5/5 or beginning of following week. About 20 volunteers were on hand Tuesday for the "kick-off". Thanks to all of them and a big crew from DTE.

Working with fisheries on restocking Oleson's Pond.

### **Buffalo Ridge Trail**

Additional grant funding may be available for invasive species control (autumn olive, etc.), piggy backing the Spring Planting through Conservation Resource Alliance.

### **Additional Information**

Small Event Application before the board.

Submitted May 3, 2023

Derek Morton

Sean Kehoe



**Charter Township of Garfield  
Treasurer's Report  
Ending March 31st, 2023**

ACCT.	UNRESTRICTED FUNDS	TYPE	12/31/22	03/31/23	DIFFERENCE	MATURITY	RATE	
7118	General Fund	Checking	\$ 3,298,249	\$ 2,854,658	\$ (443,591)	N/A		
0001	General Fund - MI CLASS	Invest.Pool	\$ 1,008,516	\$ 2,023,372	\$ 1,014,856	N/A	5.00%	\$1 Mill trans to MI CLASS
401	ARPA Fund - State Savings Bank	MM/ICS	\$ 1,871,080	\$ 1,878,228	\$ 7,147	N/A	1.55%	
* 4670	Managed Account - General Fund	Invest	\$ 2,915,680	\$ 4,007,976	\$ 1,092,296	N/A		\$1 Mill bond purchases
1330	Huntington - TCF Bank	CD	\$ 199,652	\$ 199,652	\$ 0	6/4/23	0.30%	
330	TBA Credit Union - Budget Stab.	CD	\$ 83,776	\$ 83,776	\$ (0)	11/18/23	0.25%	
604	Nicolet National Bank (Mbank)	CD	\$ 101,131	\$ 101,131	\$ 0	9/24/23	0.50%	
605	Nicolet National Bank (Mbank)	CD	\$ 101,131	\$ 101,131	\$ 0	9/24/23	0.50%	
606	Nicolet National Bank (Mbank)	CD	\$ 40,267	\$ 40,267	\$ (0)	9/24/23	0.50%	
2316	4-Front Credit Union	CD	\$ 221,043	\$ 221,588	\$ 545	7/8/23	1.00%	
301	NW Consumers CU	CD	\$ 174,267	\$ 174,417	\$ 150	8/28/23	0.35%	
302	NW Consumers CU	CD	\$ 65,032	\$ 65,297	\$ 265	9/28/24	1.65%	
662	Independent	CD	\$ 282,039	\$ 282,282	\$ 243	3/12/24	0.35%	
55	1st Community Bank	CD	\$ 226,947	\$ 226,947	\$ (0)	8/2/24	2.00%	
1864	West Shore Bank	CD	\$ 245,497	\$ 245,497	\$ 0	5/23/25	0.40%	
6015	First National Bank of America	CD	\$ 242,414	\$ 242,414	\$ 0	7/14/24	0.80%	
1002	Team One Credit Union	CD	\$ 266,890	\$ 267,351	\$ 461	3/2/24	0.70%	
212	Credit Union One	CD	\$ 262,332	\$ 262,656	\$ 324	2/26/24	0.50%	
206	Honor Bank	CD	\$ 262,987	\$ 262,987	\$ 0	12/2/25	0.20%	
41	Lake Michigan Credit Union	CD	\$ 276,271	\$ 241,644	\$ (34,627)	1/17/23	2.05%	Balance down to \$240K
115	State Savings Bank	CD	\$ 245,308	\$ 245,308	\$ (0)	7/3/25	0.20%	
147	MSU Credit Union	CD	\$ 245,542	\$ 246,176	\$ 634	10/29/25	1.05%	
<b>Total Unrestricted Funds - Available for Spending</b>			<b>\$ 12,636,051</b>	<b>\$ 14,274,754</b>	<b>\$ 1,638,703</b>			

ACCT.	RESTRICTED FUNDS	TYPE	12/31/22	03/31/23	DIFFERENCE	MATURITY	RATE	
7118	Park Fund	Checking	\$ 424,860	\$ 392,064	\$ (32,796)			
7118	Roads	Checking	\$ 450,125	\$ 450,125	\$ -			
8728	Fire Fund	Checking	\$ 279,347	\$ 344,127	\$ 64,780			
* 4654	Managed Account - Fire Fund	Invest	\$ 766,640	\$ 783,718	\$ 17,078			
7134	Receiving Fund - Water/Sewer	Checking	\$ 4,285,133	\$ 2,896,265	\$ (1,388,868)			
0002	Receiving Fund - Water - MI CLASS	Invest.Pool	\$ 1,008,516	\$ 2,023,372	\$ 1,014,856		5.00%	\$1 Million to MI CLASS (W)
0003	Receiving Fund - Sewer - MI CLASS	Invest.Pool	\$ 1,008,516	\$ 2,023,372	\$ 1,014,856		5.00%	\$1 Million to MI CLASS (S)
* 4662	Managed Account - Receiving Fund	Invest	\$ 14,513,443	\$ 14,921,604	\$ 408,161			
* 7940	Managed Account - DPW Fund	Invest	\$ 116,940	\$ 118,102	\$ 1,162			
7126	Tax Fund	Checking	\$ 2,300,801	\$ 39,221	\$ (2,261,580)			
4750	General Employee Flex (H.S.A)	Checking	\$ 94,570	\$ 14,914	\$ (79,656)			H.S.A Card Reloads
3734	Retirement Rec Fund	Checking	\$ 50,719	\$ 48,377	\$ (2,342)			
8681	Trust & Agency	Checking	\$ 357,125	\$ 297,376	\$ (59,749)			
1726	Specials Lights	Checking	\$ 6,280	\$ 35,307	\$ 29,027			
1073	Specials (Milfoil, Roads, Water, Sewer)	Checking	\$ 55,579	\$ 67,082	\$ 11,504			
<b>Total Restricted Funds - Restricted Use</b>			<b>\$ 25,718,594</b>	<b>\$ 24,455,027</b>	<b>\$ (1,263,567)</b>			

<b>TOTAL</b>			<b>\$ 38,354,645</b>	<b>\$ 38,729,781</b>	<b>\$ 375,136</b>			
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\* 5/3 Managed Accounts - See full breakdown of investments on the page (2) of report

Respectfully Submitted By:

*Chloe Macomber*

Chloe Macomber, Treasurer  
Email: cmacomber@garfield-twp.com  
Phone: (231) 225-3043





**Charter Township of Garfield  
Treasurer's Report  
Ending March 31st, 2023**

**FIRE FUND MANAGAED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 249,244	\$ 249,244	\$ -
3130AJN54	\$ 600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 600,000	\$ 534,474	\$ (65,526)
									<b>TOTAL</b>	<b>\$ 849,244</b>	<b>\$ 783,718</b>	<b>\$ (65,526)</b>

**RECEIVING FUND (WATER/SEWER) MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 744,465	\$ 744,465	\$ -
3130AIR68	\$ 2,684,211	FEDERAL HOME LOAN BANK	AGENCY BOND	0.92%	6/30/2026	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 2,684,211	\$ 2,426,043	\$ (258,167)
3133ELZ23	\$ 1,000,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	0.98%	4/27/2027	99.850	FIXED	3/16/2022	Anytime	\$ 998,500	\$ 890,600	\$ (107,900)
3130AJN54	\$ 5,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 5,000,000	\$ 4,453,950	\$ (546,050)
3130AIR78	\$ 649,351	FEDERAL HOME LOAN BANK	AGENCY BOND	1.05%	6/24/2027	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 649,351	\$ 577,266	\$ (72,084)
3130AMB44	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/12/2028	100.000	STEP CPN	5/12/2022	Quarterly	\$ 2,000,000	\$ 1,775,200	\$ (224,800)
3130AKNU6	\$ 1,600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	7/28/2028	100.000	FIXED	4/28/2022	Quarterly	\$ 1,600,000	\$ 1,377,824	\$ (222,176)
3130APM69	\$ 1,200,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	11/16/2029	100.000	STEP CPN	5/19/2022	Quarterly	\$ 1,200,000	\$ 1,042,176	\$ (157,824)
3130AMB78	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/19/2036	100.000	STEP CPN	5/19/2022	Quarterly	\$ 2,000,000	\$ 1,634,080	\$ (365,920)
									<b>TOTAL</b>	<b>\$ 16,876,526</b>	<b>\$ 14,921,604</b>	<b>\$ (1,954,922)</b>

**GENERAL FUND MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 137,705	\$ 137,705	\$ -
3130AUZC1	\$ 500,000	FEDERAL HOME LOAN BANK	AGENCY BOND	4.63%	3/14/2025	99.656	FIXED	N/A	N/A	\$ 498,278	\$ 503,135	\$ 4,857
3133EPCFO	\$ 500,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	4.50%	3/2/2026	100.000	FIXED	N/A	N/A	\$ 500,000	\$ 506,470	\$ 6,470
3130AJN54	\$ 1,400,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 1,400,000	\$ 1,247,106	\$ (152,894)
3134GWNX0	\$ 2,000,000	FREDDIE MAC	AGENCY BOND	1.10%	8/27/2030	100.000	FIXED	5/27/2022	Quarterly	\$ 2,000,000	\$ 1,613,560	\$ (386,440)
									<b>TOTAL</b>	<b>\$ 4,535,983</b>	<b>\$ 4,007,976</b>	<b>\$ (528,007)</b>

**DPW FUND MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 118,102	\$ 118,102	\$ -
									<b>TOTAL</b>	<b>\$ 118,102</b>	<b>\$ 118,102</b>	<b>\$ -</b>

Par Value: The face value of a bond. It determines the maturity value as well as the dollar value of coupon payments. How much the issuer pays the holder at maturity.

Book Value: Par Value of the bond less any discount and plus any premium.

Market Value: The actual price that the bond is worth at a current point in time for trade on the market. What a bond is actually worth if sold before maturity.

Net Unrealized Gain/Loss: The Book Value - Market Value. Changes with the bond's value as it goes up and down with the market. Unrealized gains/losses are only 'realized' or occur when a bond is sold before maturity.

# Clerk's Report

For April 30, 2023

Submitted 5/3/2023

To The Garfield Township Board,

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line-Item Budget, which means that what is important is the final figure. Some line items may run over if the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of April in the General Fund, you will find that we had a total of \$404,514.67 Revenues and \$1,277,639.18 Expenditures. For the year we have a total of \$2,925,865.79 Revenues and 1,814,234.36 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

Fund 101 - GENERAL OPERATING FUND

GL NUMBER	DESCRIPTION	2023 ORIGINAL BUDGET	AMENDED BUDGET	2023 BUDGET	YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/2023	AVAILABLE BALANCE
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,294,418.00	2,294,418.00	2,294,418.00	1,926,724.50	52,942.48	367,693.50
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	500.00	0.00	0.00	500.00
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	1,000.00	1,000.00	1,000.00	198.40	0.00	801.60
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	9,000.00	3,053.50	762.50	5,946.50
101-000-441.000	Local Community Stabilization Share Tax	45,000.00	45,000.00	45,000.00	17,665.75	0.00	27,334.25
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	4,000.00	5,936.38	0.00	(1,936.38)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	200,000.00	39,007.00	7,276.00	160,993.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	10,000.00	8,580.00	3,780.00	1,420.00
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	5,000.00	2,500.00	0.00	2,500.00
101-000-476.003	TREASURER FEES	100.00	100.00	100.00	0.00	0.00	100.00
101-000-476.004	PARK USE FEES	0.00	0.00	0.00	2,420.00	630.00	(2,420.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	15,000.00	6,190.00	1,290.00	8,810.00
101-000-574.000	STATE SHARED REVENUE	2,011,454.00	2,011,454.00	2,011,454.00	669,553.00	311,986.00	1,341,901.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	18,500.00	18,500.00	18,500.00	371.25	178.75	18,128.75
101-000-574.002	EVIP DISTRIBUTION	62,144.00	62,144.00	62,144.00	20,714.00	10,357.00	41,430.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	3,500.00	3,500.00	3,500.00	889.38	540.00	2,610.62
101-000-627.000	TAX COLLECTION FEES	18,000.00	18,000.00	18,000.00	0.00	0.00	18,000.00
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	500.00	0.00	0.00	500.00
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	40,000.00	57,393.62	14,771.94	(17,393.62)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	250,000.00	65,950.67	0.00	184,049.33
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	22,000.00	6,331.26	0.00	15,668.74
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	0.00	91,229.08	0.00	(91,229.08)
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	100.00	1,158.00	0.00	(1,058.00)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	100.00	0.00	0.00	100.00
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	17,000.00	0.00	0.00	17,000.00
101-000-695.100	ALLOCATED FUND BALANCE	51,163.36	51,163.36	51,163.36	0.00	0.00	51,163.36
Total Dept 000		5,078,579.36	5,078,579.36	5,078,579.36	2,925,865.79	404,514.67	2,152,713.57
TOTAL REVENUES		5,078,579.36	5,078,579.36	5,078,579.36	2,925,865.79	404,514.67	2,152,713.57

Fund 101 - GENERAL OPERATING FUND:

TOTAL REVENUES		5,078,579.36	5,078,579.36	5,078,579.36	2,925,865.79	404,514.67	2,152,713.57
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GL NUMBER	DESCRIPTION	2023		YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
<b>Dept 101 - TOWNBOARD</b>							
101-101-701.100	WAGES - TRUSTEE	13,750.00	13,750.00	3,550.00	775.00	10,200.00	25.82
101-101-701.101	WAGES - FILE CLERK	44,925.89	44,925.89	13,824.00	3,456.00	31,101.89	30.77
101-101-701.102	WAGES - TRUSTEE	13,750.00	13,750.00	3,700.00	700.00	10,050.00	26.91
101-101-701.103	WAGES - TRUSTEE	13,750.00	13,750.00	3,850.00	1,325.00	9,900.00	28.00
101-101-701.104	WAGES - TRUSTEE	13,750.00	13,750.00	3,050.00	900.00	10,700.00	22.18
101-101-701.105	WAGES - OFFICE COORDINATOR	41,835.49	41,835.49	12,870.43	3,217.61	28,965.06	30.76
101-101-726.000	SUPPLIES	6,000.00	6,000.00	2,154.85	430.94	3,845.15	35.91
101-101-726.001	POSTAGE	10,000.00	10,000.00	2,557.20	424.41	7,442.80	25.57
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	1,870.22	434.51	5,629.78	24.94
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	445.50	445.50	9,554.50	4.46
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	30,000.00	30,000.00	6,000.00	1,000.00	24,000.00	20.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	809.39	296.39	6,690.61	10.79
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	1,431.05	0.00	2,068.95	40.89
101-101-901.000	ADVERTISING	7,500.00	7,500.00	2,022.70	1,090.25	5,477.30	26.97
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	263.23	0.00	2,736.77	8.77
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
<b>Total Dept 101 - TOWNBOARD</b>		<b>248,261.38</b>	<b>248,261.38</b>	<b>58,398.57</b>	<b>14,495.61</b>	<b>189,862.81</b>	<b>23.52</b>
<b>Dept 171 - TOWNSHIP SUPERVISOR</b>							
101-171-701.201	WAGES - SUPERVISOR	90,610.39	90,610.39	27,880.16	6,970.04	62,730.23	30.77
101-171-701.202	WAGES - APPRAISER II	47,716.86	47,716.86	14,681.60	3,670.40	33,035.26	30.77
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	5,430.00	1,545.00	(430.00)	108.60
101-171-701.204	WAGES - APPRAISER III	63,103.21	63,103.21	19,449.66	4,862.42	43,653.55	30.82
101-171-701.205	WAGES - ASSESSOR	111,875.11	111,875.11	34,423.12	8,605.78	77,451.99	30.77
101-171-726.000	SUPPLIES	2,000.00	2,000.00	103.11	26.83	1,896.89	5.16
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,818.90	0.00	(318.90)	109.11
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	13,976.25	13,976.25	18,523.75	43.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	2,789.75	0.00	210.25	92.99
101-171-901.000	ADVERTISING	500.00	500.00	49.31	0.00	450.69	9.86
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	1,179.28	108.49	6,570.72	15.22
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	659.89	0.00	340.11	65.99
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	365.03	365.03	3,634.97	9.13
<b>Total Dept 171 - TOWNSHIP SUPERVISOR</b>		<b>374,555.57</b>	<b>374,555.57</b>	<b>124,806.06</b>	<b>40,130.24</b>	<b>249,749.51</b>	<b>33.32</b>
<b>Dept 191 - ELECTIONS</b>							
101-191-701.000	WAGES	40,000.00	40,000.00	2,131.50	456.75	37,868.50	5.33
101-191-726.000	SUPPLIES	10,000.00	10,000.00	73.91	73.91	9,926.09	0.74
101-191-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-191-860.000	MILEAGE	200.00	200.00	0.00	0.00	200.00	0.00
101-191-901.000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
<b>Total Dept 191 - ELECTIONS</b>		<b>64,500.00</b>	<b>64,500.00</b>	<b>2,205.41</b>	<b>530.66</b>	<b>62,294.59</b>	<b>3.42</b>



2023  
ACTIVITY FOR MONTH  
04/30/23

ORIGINAL BUDGET  
2023 AMENDED BUDGET  
YTD BALANCE  
04/30/2023

AVAILABLE BALANCE

% B DGT  
USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% B DGT USED
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	90,610.39	90,610.39	27,880.16	6,970.04	62,730.23	30.77
101-215-701.302	WAGES - DEPUTY CLERK	58,521.51	58,521.51	18,006.64	4,501.66	40,514.87	30.77
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	244.54	0.00	1,255.46	16.30
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	3,008.11	2,970.00	2,991.89	50.14
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	20.00	0.00	680.00	2.86
<b>Total Dept 215 - TOWNSHIP CLERK</b>		<b>164,631.90</b>	<b>164,631.90</b>	<b>49,159.45</b>	<b>14,441.70</b>	<b>115,472.45</b>	<b>29.86</b>
<b>Dept 247 - BOARD OF REVIEW</b>							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	625.00	625.00	875.00	41.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,250.00	1,250.00	250.00	83.33
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>1,875.00</b>	<b>1,875.00</b>	<b>4,325.00</b>	<b>30.24</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	90,610.69	90,610.69	27,880.16	6,970.04	62,730.53	30.77
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	58,521.51	58,521.51	18,006.64	4,501.66	40,514.87	30.77
101-253-726.000	SUPPLIES	2,500.00	2,500.00	335.95	21.75	2,164.05	13.44
101-253-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	677.50	111.00	2,322.50	22.58
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	0.00	0.00	500.00	0.00
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	1,423.08	599.00	3,076.92	31.62
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
<b>Total Dept 253 - TOWNSHIP TREASURER</b>		<b>174,232.20</b>	<b>174,232.20</b>	<b>48,323.33</b>	<b>12,203.45</b>	<b>125,908.87</b>	<b>27.74</b>
<b>Dept 258 - COMPUTER SUPPORT</b>							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	10.06	0.00	2,989.94	0.34
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	23,723.28	1,686.00	16,276.72	59.31
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	619.92	159.98	1,380.08	31.00
<b>Total Dept 258 - COMPUTER SUPPORT</b>		<b>45,000.00</b>	<b>45,000.00</b>	<b>24,353.26</b>	<b>1,845.98</b>	<b>20,646.74</b>	<b>54.12</b>
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	697.30	207.95	3,302.70	17.43
101-265-850.000	TELEPHONE	18,000.00	18,000.00	4,408.89	1,422.62	13,591.11	24.49
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	5,952.03	1,595.42	6,047.97	49.60

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	465.44	143.55	5,534.56	7.76
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	2,715.94	917.35	11,284.06	19.40
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	5,350.00	225.00	4,650.00	53.50
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.603	CLEANING SERVICE	28,000.00	28,000.00	4,050.00	1,350.00	23,950.00	14.46
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	491.20	122.80	708.80	40.93
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	752.77	376.39	747.23	50.18
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	654.26	368.49	19,345.74	3.27
<b>Total Dept 265 - TOWNSHIP HALL</b>		134,800.00	134,800.00	25,537.83	6,729.57	109,262.17	18.94
<b>Dept 301 - POLICE SERVICES</b>							
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	364,834.39	364,834.39	1,235,165.61	22.80
<b>Total Dept 301 - POLICE SERVICES</b>		1,600,000.00	1,600,000.00	364,834.39	364,834.39	1,235,165.61	22.80
<b>Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>							
101-371-701.702	WAGES BUILDING ASSISTANT	18,926.50	18,926.50	5,944.31	1,486.08	12,982.19	31.41
101-371-701.703	WAGES - BUILDING OFFICIAL	93,634.42	93,634.42	28,810.56	7,202.64	64,823.86	30.77
101-371-701.704	WAGES - BUILDING INSPECTOR	27,552.50	27,552.50	6,932.54	1,824.35	20,619.96	25.16
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	715.51	700.36	284.49	71.55
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	190.00	0.00	810.00	19.00
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	0.00	655.00	34.50
<b>Total Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>		155,113.42	155,113.42	42,937.92	11,213.43	112,175.50	27.68
<b>Dept 400 - PLANNING COMMISSION</b>							
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	750.00	125.00	2,450.00	23.44
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	875.00	250.00	2,325.00	27.34
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	750.00	125.00	2,450.00	23.44
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	875.00	250.00	2,325.00	27.34
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	875.00	250.00	2,325.00	27.34
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	875.00	250.00	2,325.00	27.34
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	1,000.00	250.00	2,200.00	31.25
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	445.75	198.25	5,554.25	7.43
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	221.65	221.65	1,778.35	11.08
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	725.00	725.00	275.00	72.50
<b>Total Dept 400 - PLANNING COMMISSION</b>		59,400.00	59,400.00	7,392.40	2,644.90	52,007.60	12.45
<b>Dept 401 - TOWNSHIP PLANNER</b>							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	88,575.82	88,575.82	27,254.08	6,813.52	61,321.74	30.77
101-401-701.901	WAGES - DEPUTY PLANNER	63,203.23	63,203.23	19,288.08	4,861.78	43,915.15	30.52
101-401-701.902	WAGES -PLANNER ASSISTANT	14,684.23	14,684.23	4,458.22	1,114.56	10,226.01	30.36
101-401-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		181,063.28	181,063.28	51,000.38	12,789.86	130,062.90	28.17
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	32.96	0.00	9,967.04	0.33
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	657.96	0.00	19,342.04	3.29
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	63,203.23	63,203.23	19,447.12	4,861.78	43,756.11	30.77
101-412-701.602	WAGES - ZONING CODE ENFORCER	29,756.27	29,756.27	9,155.21	2,288.80	20,601.06	30.77
101-412-701.603	WAGES ZONING ASSISTANT	14,684.23	14,684.23	4,458.27	1,114.56	10,225.96	30.36
101-412-701.604	WAGES -ZONING CODE ENFORCER	23,635.87	23,635.87	7,273.60	1,818.40	16,362.27	30.77
101-412-701.606	WAGES -ZONING INTERN	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-726.000	SUPPLIES	1,000.00	1,000.00	367.90	0.00	632.10	36.79
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		140,079.60	140,079.60	40,702.10	10,083.54	99,377.50	29.06
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	16,603.43	864.59	79,396.57	17.30
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	16,603.43	864.59	79,396.57	17.30
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	21,623.48	0.00	78,376.52	21.62
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	24,623.48	0.00	100,426.52	19.69

User: Lanie  
DB: Garfield

PERIOD ENDING 04/30/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	530.93	218.82	2,469.07	17.70
101-806-863.000	OIL CHANGES	500.00	500.00	251.31	0.00	248.69	50.26
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
<b>Total Dept 806 - TOWNSHIP VEHICLES</b>		<b>5,000.00</b>	<b>5,000.00</b>	<b>782.24</b>	<b>218.82</b>	<b>4,217.76</b>	<b>15.64</b>
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	3,000.48	750.12	6,099.52	32.97
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	130,000.00	130,000.00	119,648.00	119,648.00	10,352.00	92.04
101-851-873.010	SOCIAL SECURITY - EMPLOYER	95,000.00	95,000.00	28,870.44	7,319.62	66,129.56	30.39
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	1,156.15	0.00	(156.15)	115.62
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	430,000.00	430,000.00	118,255.64	22,670.69	311,744.36	27.50
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	3,043.43	0.00	6,956.57	30.43
101-851-912.001	INSURANCE - LIABILITY	16,743.00	16,743.00	16,743.00	0.00	0.00	100.00
101-851-912.002	INSURANCE - WORKMENS COMP.	10,000.00	10,000.00	6,975.00	0.00	3,025.00	69.75
<b>Total Dept 851 - EMPLOYEE BENEFITS &amp; INSURANCES</b>		<b>705,843.00</b>	<b>705,843.00</b>	<b>297,692.14</b>	<b>150,388.43</b>	<b>408,150.86</b>	<b>42.18</b>
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
<b>Total Dept 900 - CAPITAL OUTLAY</b>		<b>147,500.00</b>	<b>147,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>147,500.00</b>	<b>0.00</b>
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.206	TRANSFER TO #206 FIRE FUND	153,845.10	153,845.10	153,845.10	153,845.10	0.00	100.00
101-965-990.308	TRANSFERS TO #308 PARK SYS	478,503.91	478,503.91	478,503.91	478,503.91	0.00	100.00
<b>Total Dept 965 - TRANSFERS TO OTHER FUNDS</b>		<b>632,349.01</b>	<b>632,349.01</b>	<b>632,349.01</b>	<b>632,349.01</b>	<b>0.00</b>	<b>100.00</b>
<b>TOTAL EXPENDITURES</b>		<b>5,079,579.36</b>	<b>5,079,579.36</b>	<b>1,814,234.36</b>	<b>1,277,639.18</b>	<b>3,265,345.00</b>	<b>35.72</b>
Fund 101 - GENERAL OPERATING FUND:							
<b>TOTAL EXPENDITURES</b>		<b>5,079,579.36</b>	<b>5,079,579.36</b>	<b>1,814,234.36</b>	<b>1,277,639.18</b>	<b>3,265,345.00</b>	<b>35.72</b>

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 04/30/2023	ACTIVITY FOR MONTH 04/30/23	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	2,125.00	625.00	3,075.00	40.87
308-000-701.906	Parks Steward	29,765.27	29,765.27	9,155.21	2,288.80	20,610.06	30.76
308-000-701.907	Park Steward 2	23,635.87	23,635.87	7,273.60	1,818.40	16,362.27	30.77
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	71,080.00	71,080.00	12,811.85	4,253.56	58,268.15	18.02
308-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	2,872.77	2,872.77	0.00	0.00	2,872.77	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	820.88	76.25	24,179.12	3.28
308-000-970.000	CAPITAL OUTLAY	474,000.00	474,000.00	2,664.00	1,164.00	471,336.00	0.56
Total Dept 000		638,353.91	638,353.91	34,850.54	10,226.01	603,503.37	5.46
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010 SOCIAL SECURITY - EMPLOYER							
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,150.00	5,150.00	1,399.21	356.81	3,750.79	27.17
TOTAL EXPENDITURES		5,150.00	5,150.00	1,399.21	356.81	3,750.79	27.17
Fund 308 - PARK SYSTEM FUND:		643,503.91	643,503.91	36,249.75	10,582.82	607,254.16	5.63
TOTAL EXPENDITURES		643,503.91	643,503.91	36,249.75	10,582.82	607,254.16	5.63



May 03, 2023

VIA : Mr. Chuck Korn, Supervisor / Ms. Lanie McManus, Clerk  
Board of Trustees Garfield Charter Township  
3848 Veterans Drive  
Traverse City, MI 49686

Re: Cass Road Drain Drainage District  
1987 Branch Drain Relocation and Maintenance  
Traverse Cold Storage Branch Connection

Distinguished Board Members :

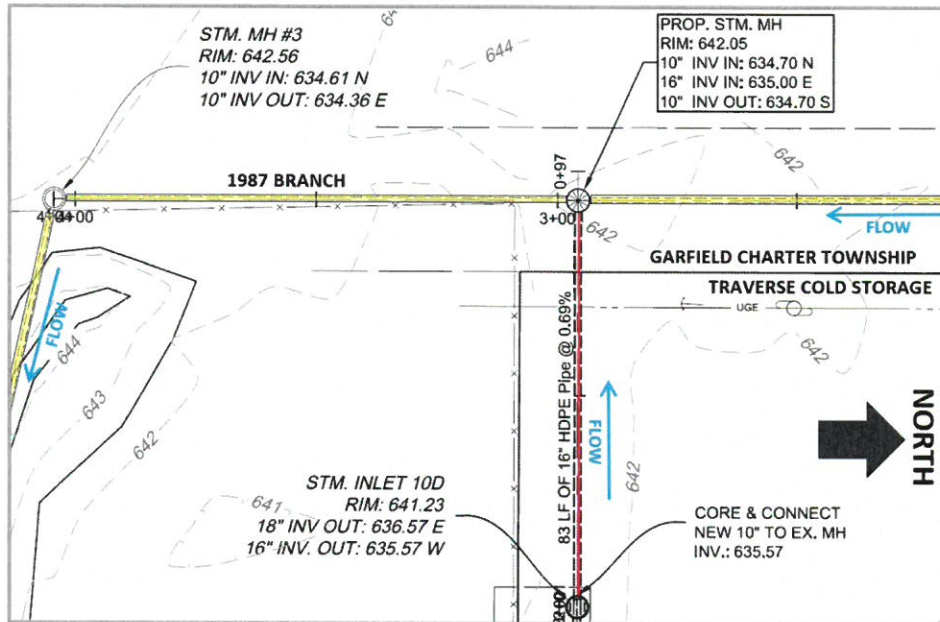
This communication is intended to formalize the prospective modifications to the 1987 Branch and provide notice of intent (and rationale) to Garfield Charter Township (GCT).

In July of 2019, the Drain Commissioner, on behalf of the Cass Road Drain Drainage District, entered into agreement with a Michigan Corporation, Traverse Cold Storage, Inc., hereinafter; "TCS". TCS has operations at property located at 2695 and 2699 Cass Road. The agreement was in response to TCS' petition to the Drainage District to add a branch to the existing Cass Road Drain, constructed by TCS. Specifically, TSC proposed to add a branch outletting into the 1987 Branch of the Cass Road Drain with its origin wholly located on the TSC property, as highlighted in the figure below (see solid red line).



The details of this new branch were designed and submitted for Drain Commissioner approval, though not yet constructed. An excerpt from this design of this proposed branch is included below for reference. The design plans show that the connection to the 1987 Branch is proposed to occur on township property through the construction of a new man-hole structure on the 1987 Branch, located proximal to the common boundary between TCS (2695 Cass) and Garfield Charter Township (GCT).

### DETAIL- PROPOSED BRANCH CONNECTION



This proposed structure would receive stormwater from a catch basin located near the southwest corner of the recent TCS addition. This proposed branch addition does not serve a new discharge, but merely routes directly to the Cass Road Drain- runoff that is currently captured by the drain through indirect infiltration and seepage.

The location of the 1987 Branch is within an easement located within the GCT Miller Creek Nature Preserve (MCNP), according to the GCT website map for this Parks and Recreation facility. The easement is recorded and was granted for construction and maintenance of the 1987 Branch by the property owner immediately preceding GCT.

Section 425 of the Drain Code provides:

*"Before permission may be granted by the commissioner, consent in writing by the owner or owners of the lands to be traversed by the proposed drain shall be obtained."*

Since connection to the 1987 Branch requires access to the MCNP land, and the access via existing easement is limited to construction and maintenance of the 1987 Branch, the Drain Commissioner requests that GCT provide written consent to connect additional drain structures to the 1987 Branch on Township property.

To accomplish this, I have enclosed a sample resolution for your consideration, deliberation and sought after adoption. I will be available at the May 10, 2023 regular meeting to provide additional information if needed and any field questions related to this request. Please include this request as a new business item on your agenda for the May 10, 2023 Regular Meeting.

Respectfully submitted,



Andrew Smits, PE  
Drain Commissioner

c: Ms. Jill Nottke, President  
Traverse Cold Storage, Inc.



**CHARTER TOWNSHIP OF GARFIELD**

**RESOLUTION 2023-13-T  
REGARDING CASS ROAD DRAINAGE DISTRICT ACCESS  
REQUEST FOR BRANCH CONNECTIONS**

Board member, \_\_\_\_\_, made a motion to adopt the following Resolution:  
supported by Board member, \_\_\_\_\_

**WHEREAS**, the Charter Township of Garfield has historically supported the development of the Cass Road Drain and owns property (parcel: 28-05-022-009-40) within the Cass Road Drainage District through which the 1987 Branch of the Cass Road Drain runs.

**WHEREAS**, the Cass Road Drain Drainage District received a granted of easement on and over said parcel for construction and operation of the 1987 Branch of the Cass Road Drain recorded at liber 0729, page 856.

**WHEREAS**, the Grand Traverse County Drain Commissioner (Drain Commissioner) on behalf of the Cass Road Drain Drainage District has entered into an agreement with Traverse Cold Storage, pursuant to Section 425 of the Drain Code (Act 40 of 1956, being MCL 280.1, et seq.) to provide additional drainage to the Traverse Cold Storage property.

**WHEREAS**, Traverse Cold Storage is a Michigan Corporation operating at 2695 and 2699 Cass Road, in the Charter Township of Garfield and within the boundaries of the Cass Road Drainage District (parcels: 28-05-022-007-30 & 28-05-022-007-50).

**WHEREAS**, MCL 280.425 requires: “...*consent in writing by the owner or owners of the lands to be traversed by the proposed drain shall be obtained.*”

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The Charter Township of Garfield consents to grant to the Cass Road Drainage District the right to traverse the lands owned by the township adjacent to the Traverse Cold Storage property for the purpose of providing additional drainage to the existing 1987 Branch of the Cass Road Drain pursuant to the Section 425 Agreement. The grant includes the right of access for the construction of the physical connection to provide the necessary drainage and for future operation and maintenance of the Section 425 Traverse Cold Storage Branch, pursuant to Orders issued by the Drain Commissioner in conjunction with their authority and responsibility under the Drain Code.

Upon roll call vote, the following voted:

Yeas

Nays:

Abstain:

Absent and Excused:

The Chairman, Chuck Korn, declared the motion carried, and Resolution 2023-13-T duly adopted.

\_\_\_\_\_  
Lanie McManus, Township Clerk


### CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on May 9, 2023, at which meeting ( \_ ) \_\_\_ members were present as indicated in said Minutes and voted as therein set forth and that all signatures affix thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Township Clerk



		<b>Charter Township of Garfield</b>	
		<b>Planning Department Report No. 2023-49</b>	
Prepared:	May 3, 2023	Pages:	1
Meeting:	May 9, 2023 – Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Parks Special Event Application and Updated Fee Schedule		

**BACKGROUND:**

The Parks and Recreation Commission has been discussing recent requests for large events proposed by community members to be held at Township parks. Historically, the Township has not charged nonprofit groups for events, but these recent requests have been from a variety of community groups.

At the May 1, 2023 Parks and Recreation Commission meeting, Commissioners reviewed a draft Park Special Event Application form along with proposed fees and security deposit. The proposed venue fee helps cover the impact of the event on the park including wear and tear, availability of the park to the public, trash removal, parking, and staff time. A security deposit helps cover any potential damage to parks facilities or equipment.

Commissioners recommended approval of the Special Event Application form with some changes, and the updated version of the form incorporating the Parks and Recreation Commission’s suggestions is attached to this report, along with a draft fee schedule and resolution to adopt an updated fee schedule.

**ACTION REQUESTED:**

If, after review, the Township Board is prepared to adopt the updated fee schedule to account for parks special event applications, then the following motion is suggested:

MOTION THAT Resolution 2023-12-T, to amend the Charter Township of Garfield Fee Schedule, BE ADOPTED.

Any additional information deemed necessary by the Township Board should be added to this motion.

**Attachments:**

1. Resolution 2023-12-T.
2. Draft Fee Schedule.
3. Draft Parks Special Event Application Form.

**CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN**

**RESOLUTION # 2023-12-T**

**RESOLUTION ADOPTING A REVISED FEE SCHEDULE COVERING VARIOUS PLANNING,  
ZONING, LAND USE, MAPPING AND LICENSE FEES**

**WHEREAS**, the Charter Township of Garfield has an adopted fee schedule; and

**WHEREAS**, the Charter Township of Garfield has reviewed the adopted Fee Schedule and has determined that a revised Fee Schedule is necessary and appropriate; and

**WHEREAS**, the Charter Township of Garfield has determined that it is in the best interests of the Township and its residents to adopt a revised Fee Schedule;

**NOW, THEREFORE, BE IT RESOLVED:**

1. **THAT** the revised Charter Township of Garfield Fee Schedule, attached hereto as Exhibit "A" and made a part of this resolution, is hereby adopted by the Charter Township of Garfield.
2. **THAT** the previous Charter Township of Garfield Fee Schedule, adopted by resolution 2023-03-T, is hereby repealed.
3. **THAT** this resolution and the Fee Schedule attached hereto shall be in full force and effect from and after its approval.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2023-12-T which was adopted by the Township Board of the Charter Township of Garfield on the 9th day of May, 2023.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield



# Charter Township of Garfield Fee Schedule

Draft - May 9, 2023

Exhibit A

PLANNING COMMISSION/DEPARTMENT APPLICATION FEES	
Site Plan Reviews	
Site Diagram	\$50*
Administrative Site Plan	\$400
Site Development Plan	\$400**
Special Use Permits (SUP), Planned Unit Developments (PUD), and Planned Unit Residential Developments (PURD)	
New Application	\$1,000
Major Amendment	\$800
Minor Amendment	\$600
Administrative Amendment	\$400
Request for Extension of Approval	\$100
Condominium Development / Site Condominium Subdivision / Platted Subdivision	
New Application or Major Amendment	\$1,000 + \$30 per lot/unit
Minor Amendment	\$400
Conceptual Reviews	
With no notice	\$100
With direct mail notice only	\$150
With full public notice	\$300
Petitions for Zoning Ordinance Amendments	
Map Amendment (Rezoning)	\$800
Text Amendment	\$1,200
Conditional Rezoning	\$1,200
Other Fees	
Completeness Review (after the first 2)	\$150
Petition for Master Plan Amendment	\$1,200
Medical Marihuana Cultivation	\$250
Child Care, Small Group Home (7-12) Review	\$200
Planned Development / C-P Sign Review	\$400
*waived when submitted with a Land Use Permit application	
**waived when submitted with a Special Use Permit application	

RESIDENTIAL LAND USE PERMITS	
Single Family Dwelling	\$50
Residential Additions	\$50
Residential Garages	\$50
Assessory Uses	\$50
Two Family (Duplex) Dwelling	\$50 per unit
Multi-Family Dwelling	\$50 + \$20 per unit / per structure
Manufactured Home Park	\$50 + \$20 per site

OTHER LAND USE PERMITS	
Agricultural Buildings	\$50
Structures up to 1,000 sf	\$50
1,001 to 5,000 sf	\$100
5,001 to 7,500 sf	\$150
7,501 to 10,000 sf	\$200
10,001 sf +	\$250
No structure yet uses that require a permit	\$50

PARK FACILITY RESERVATIONS		
Silver Lake Recreation Area	Resident	Non-Resident
Playground Pavilion - 4-Hour	\$15	\$20
Playground Pavilion - All Day	\$25	\$35
Dog Park Pavilion - 4 Hour	\$20	\$35
Dog Park Pavilion - All Day	\$40	\$50
Bill's Pavilion - 4-Hour	\$25	\$40
Bill's Pavilion - All Day	\$45	\$60
Multi-Purpose Fields - 4-Hour	\$50	\$65
Multi-Purpose Fields - All Day	\$85	\$100
River East Recreation Area Pavilion - 4-hour	\$20	\$35
River East Recreation Area Pavilion - All Day	\$40	\$50
Recurring Reservation	Board Approval	
Special Event	Event Fee	\$500
Special Event	Security Deposit	\$1,000

DOCUMENT FEES	
Zoning Verification Letter	\$50
Zoning Determination Letter	\$100

MARIJUANA SAFETY COMPLIANCE FACILITIES	
Initial License Application	\$2,500
Annual Renewal of License	\$500

TRANSITIONAL HOUSING FACILITIES	
Initial License Application	\$2,500
Annual Renewal of License	\$1,000

ZONING BOARD OF APPEALS	
Variance / appeal / interpretation requests	
Single-family residence & Accessory uses	\$400
Two-family residence & Accessory uses	\$400
Residential Developments	\$750
Non-residential	\$750

LAND DIVISIONS AND COMBINATIONS	
Land Divisions	
2 parcels created	\$150
3-4 parcels created	\$50/parcel
5-10 parcels created	\$40/parcel
11+ parcels created	\$30/parcel
Platted Lot Combinations	\$25/lot
Metes and Bounds Lot Combinations	
With a survey	\$25/parcel
Without a survey - 2-3 parcels	\$150
Without a survey - 4+ parcels (minimum fee, dependent on project complexity)	\$25/parcel
Boundary adjustment/property transfer	\$50
Conceptual land division review/parcel	\$35

PAYMENT IN LIEU OF TAXES	
Application Fee (non-refundable)	\$1,500

OUTDOOR SALES / EVENTS / SIGNS / GATHERING	
Temporary Outdoor Sales (per ord. regs)	\$40
Non-Profit Temporary Outdoor Event (1)	\$10
Sign Permit Application (per sign)	\$50
Outdoor Gathering License	\$50
(1) Events include food drives, clothes drives and similar uses	

SPECIAL MEETINGS	
Planning Commission	\$1,500
Zoning Board of Appeals	\$1,200
Township Board	\$1,500
All special meeting fees are in addition to application fees.	

MAPS AND GIS - SPECIALTY MAPS	
Minimum Fee	\$35
Maximum Fee	\$39.75/hour
Per Parcel Fee	\$0.50
Requests for digital formats (e.g., shapefiles) of Township GIS data shall be made through a Freedom of Information Act (FOIA) request. Township GIS data includes parcels, aerial imagery, topography, zoning, utilities, future land use, environmental data, etc.	

COPY REQUESTS		
Base Cost	\$26.49/hour	
Cost per Sheet	Black/White	Color
8 1/2" x 11" (Letter) or 8 1/2" x 14" (Legal)	\$0.10	\$0.15
11" x 17"	\$0.13	\$0.18
Plotter: up to 24" x 36"	\$5.00	\$20.00
Plotter: larger than 24" x 36" - custom quote based on size		

INDUSTRIAL FACILITY TAX ABATEMENTS	
New Facility & Speculative	\$750
Rehabilitation Facility	\$1,000

LATE FEES	
100% of application fee, or \$500.00, whichever is less	
Fees may be waived in whole or part by the Township Board	

# Charter Township of Garfield Parks Special Event Application

Submit to: Garfield Township, 3848 Veterans Dr, Traverse City, MI 49684, parks@garfield-twp.com

*Fill out the form completely and submit to Garfield Township for approval at least 60 days prior to planned event or activity.*

## Applicant Information (Please Print)

Name of Applicant: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

Contact #1: \_\_\_\_\_ Contact #2: \_\_\_\_\_

Name of Sponsoring Organization (If Applicable): \_\_\_\_\_  Non-Profit  Profit

Address: \_\_\_\_\_

Contact person on the day of the event \_\_\_\_\_ Contact #: \_\_\_\_\_

## Event Fee and Security Deposit

Event Fee \$500 Security Deposit \$1,000

The event fee and security deposit are required at time of application. Submitting this Special Event Application is not a confirmation to conduct your planned event. Your application will be processed and you will receive notice of approval or rejection. If application is rejected, a full refund of the Event Fee and Security Deposit will be issued.

## General Event Information

Event Name \_\_\_\_\_

Type/Purpose of Event: \_\_\_\_\_

Date(s) of event: \_\_\_\_\_ Time of event: \_\_\_\_\_ Set up time: \_\_\_\_\_ Tear down time: \_\_\_\_\_

Anticipated number of attendees and participants: \_\_\_\_\_ Anticipated number of staff and volunteers: \_\_\_\_\_

Location/Park Requested \_\_\_\_\_

Describe specific area: \_\_\_\_\_

Does your event utilize picnic shelters in the park (rental fees apply)  Yes  No

If yes, which shelter(s): \_\_\_\_\_

Describe event in full detail (attach additional pages if necessary): \_\_\_\_\_

\_\_\_\_\_

A site map of the event area including locations(s) of equipment and activities must be submitted with this application.

**Event History**

- New event      Planning for annual event:       Yes       No
- Re-Occurring      Re-Occurrence - how many years: \_\_\_\_\_

**Event Details**

**What is the event purpose: (Check all that apply)**

- Charitable     501(c)3     For Profit Organization     Open to Public     Fundraiser

**Admission: (Check all that apply)**

- Intend to charge a fee (please list fee(s)\_\_\_\_\_)     Free event to public     Accepting Donations

Will you require assistance from Garfield Township Parks staff?     Yes     No

If yes, please explain\_\_\_\_\_

Will you be requesting assistance from Metro Fire/Ambulance?     Yes     No

Will you be requesting assistance from the Sheriff's Department?     Yes     No

If you are requesting assistance, please contact them directly - you are solely responsible for costs associated with these services.

Will you have private security?     Yes     No

Will amplification equipment be used?  Yes  No    If yes, what length of time\_\_\_\_\_

***(Must comply with the Township noise ordinance; and, event organizers must be considerate of the neighborhood.)***

If additional restrooms are needed, you must provide them - you are responsible.

Will the event require use of any parking lots as staging areas?     Yes  No    If yes, list \_\_\_\_\_

What is your parking plan?\_\_\_\_\_

No street parking. Parking shall not exceed the lots available for the park.

Do you plan to use tents, canopies or awnings?     Yes  No    If yes, where?\_\_\_\_\_

No stakes may be used for the above

What activities will be provided or performed at your event?\_\_\_\_\_

Does your event require shutting down any other areas of the park?  Yes  No    If yes, where?\_\_\_\_\_

Does your event require exclusive use of the entire facility?  Yes  No



**Vendor Information**

Will food be served?  Yes  No (IF YES, 60 day notice required)  Sold  Free

Will food be prepared on site?  Yes  No

Will merchandise be sold?  Yes  No

Please Describe: \_\_\_\_\_  
\_\_\_\_\_

Number of anticipated Vendors: \_\_\_\_\_ (Please attach your completed vendor list attached to this application).

**All food/beverage vendors must have permits/licenses with Grand Traverse County Health Department at least 30 days prior to the event. (All must be attached)**

**Open Flames**

It is prohibited and it shall be unlawful for any person or persons to have an open fire, outside the designated charcoal grills provided for the purpose of cooking, without written permission of the Parks Administrator. (Private grills shall be allowed, either gas or charcoal, so long as the ashes will not be deposited on the ground.) No fires may be built directly on the ground.

**TRAFFIC CLOSURES**

Provide a detailed description of all traffic closures for this event (include location, times and closure devices). You may be required to contact additional government jurisdictions for specific rules and ordinances depending on the location.

\_\_\_\_\_  
\_\_\_\_\_

**Event Maintenance / Clean-Up/Damages**

**\*It is the responsibility of the event organizer to ensure trash is picked up during and at the conclusion of the event with the expectation that the park is left in as good as condition as when you arrived (tables returned to pavilions, etc.). At the conclusion of the event, Township Parks staff will empty park-owned trash cans. For larger events that require the need for contracted trash service such as roll-off bins, it is the responsibility of the event organizer to remove all trash from premises. The organizer agrees to accept liability for any damages to Garfield Township property, and understands that any fees associated with repairs as a result of your event may be charged to your organization.**

If roll off bins are brought in, what company (name and address) will be used? \_\_\_\_\_

Location of roll off bin(s)? \_\_\_\_\_

Delivery Date \_\_\_\_\_ Delivery Time \_\_\_\_\_

Removal Date \_\_\_\_\_ Removal Time \_\_\_\_\_

Are you hiring a professional clean-up crew?  Yes  No

Name of Company \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

**Important Reminders**

No person shall, upon property of the Township, possess, consume, sell, give or furnish alcoholic beverages to anyone.

The display, use and/or smoke/vape of marijuana, tobacco or any other products is prohibited on Township Parkland.

No person shall, upon property of the Township, fire, discharge, or have in their possession, any firework or any substance of an explosive nature, without permission of the Township.

I have read the above statements regarding alcoholic beverages, fireworks and smoking and understand my responsibilities and rights. \_\_\_\_\_ (initial)

**Indemnification Agreement (Must be completed by applicant)**

To the fullest extent permitted by law, applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Garfield Township, its elected and appointed officials, employees, agents and volunteers, and others working on behalf of Garfield Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Garfield Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises from this event. The undersigned agrees they have been given a copy of the Garfield Township parkland ordinance and has read and understands the policy.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

**For Official Use Only:**